

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the ANNUAL PARISH COUNCIL MEETING held on WEDNESDAY, 8th May 2002 at CROSBY PARISH HALL, Crosby-on-Eden

PRESENT	Dr M A Briggs	Mr M Carigiet	Mr M Clarke	Mr P Gascoigne
	Mrs M Lamb	Mr A D Lightfoot	Mr C Nicholson	Mr R J Nicholls
	Mr M K Scott	Mr W M Wannop	Mr R Crozier	Mr A Gosling

Mr W M Wannop welcomed Messrs R Crozier (Crosby & Linstock Ward) and A Gosling (Houghton Ward) to the meeting as prospective councillors
District Councillor Mrs M Bowman in attendance

1. **APOLOGIES** were received from Mesdames S Aglionby (S) and L Kielty(H) and Councillors Messrs E Firth and J Mallinson

2. **ELECTION OF CHAIRMAN** Mr W M Wannop stated he had been privileged to be Chairman and had thoroughly enjoyed his term and expressed the good working relationship with the clerk; this council was one of the best in North Cumbria and was much admired for the efficient way it was run. There being no other nominations Mr M K Scott was duly elected as Chairman, proposed by Mr Wannop, seconded by Mrs M Lamb and unanimously agreed Mr Scott duly signed the Declaration of Acceptance of Office. Mr Scott thanked the council for electing him and thanked Mr Wannop for all his hard work over the years.

3. **ELECTION OF VICE-CHAIRMAN** There being no other nominations, Mr C Nicholson was unanimously elected as Vice-Chairman, proposed by Mr W M Wannop, seconded by Mr A D Lightfoot and unanimously agreed

4. **THE MINUTES** Resolved to authorise the Chairman to sign the Minutes of the council meeting held on 3rd April 2002 previously circulated as a true record

5. **PUBLIC PARTICIPATION** There were no questions, deputations or petitions relating to the business of the council

6. PLANNING

a) Reports

i) **02/0086 – L/A Fld 8171 adj St John’s Church Hall, Houghton** Erection of vicarage (outline)
Notice of Deferment. Members resolved to defer consideration of the proposal because they are minded to refuse the application. In line with the recently introduced policy, a further report will be considered at the next meeting of the Committee which will recommend appropriate reasons for the refusal.

Resolved to write to Carlisle City Council Planning Department (copy to Mrs M Bowman who would follow-up this council’s views) expressing the council’s disappointment at the refusal of this application as it had strongly supported a new vicarage on the site especially from a safety aspect.

(There had been two accidents on the A689 at the staggered junctions with St John’s Bridge and Scaleby Road on 7th May) The present vicarage was in the wrong place, the proposal to erect a new vicarage adjacent to the St John’s Church would be ideal especially as the new vicar had a young family. Councillor Mrs M Bowman informed the council that new rules had just come into force which meant the Planning Authority had to state the reasons for refusal.

ii) **02/0090 – L/A Fld 6424 (rear of Albert Cottage), Harker GRANTED PERMISSION**

Mr W M Wannop reported that Mr G Brown had purchased the field adjacent to Albert Cottage and planned to farm the land

iii) **02/0277 - 10 Hendersons Croft, Crosby-on-Eden** Erection of single storey extension to form dining room and downstairs w.c. **GRANTED PERMISSION**

b) Applications

i) **02/0435 – L/A Plots 3,4,5 Brunstock Farm, Brunstock Carlisle.** Erection of 3no. detached houses within existing development (revised plans) **APPLICANT: Allen Developments Ltd**

Dr M A Briggs expressed his irritation at constant amendment to plans. Mr A Gosling pointed out that it was a deliberate policy in that once planning permission had been secured the applicants would apply for amendments because these would go through "officers" and not a full Planning Committee

NO OBJECTIONS

- ii) **02/0456 – Cavaliare, The Knells, Houghton** Extensions and alterations to provide garage, guest bedrooms and conservatory. **APPLICANT: Mr & Mrs P Rheinbauch NO OBJECTIONS**
- iii) **02/0460 – L/A Plots 10 & 11 Former Eden School, Rickerby.** Substitution of 5no. bed dwelling and 4no. bed dwelling with 3no. 3no. bed dwellings; revised elevational details as approved house types A, B and C and erection of garages to units 1-6 and 16-24 **APPLICANT: Story Homes**

Mr M Carigiet to further examine these plans and inform the clerk of his opinion. **NO OBJECTIONS**

7. COUNCIL VACANCIES – Noted Two for Houghton Ward and One for Crosby & Linstock Ward Clerk reported there had been no request for a bye-election in respect of the vacancy which had occurred on the resignation of Mr A Mitchell.

8. FOOTPATH FROM SHORDDALE LEADING TO BLAYLOCK RIGGS Mr A Gosling reported on the site meeting held on 18th April 2002 with Mr Mark Hudson, Countryside Officer with Carlisle City Council and Councillors W M Wannop, C Nicholson, M Clarke and the clerk. The main problems were drainage, the path was a quagmire with silt in the ditches; a septic tank was leaking (this was to be reported by Mr M Hudson to the Environmental Health). Mr Gosling considered that if the drainage was improved the pathway would certainly be more accessible. A suggestion had been made that the ruts on the lane could be infilled with gravel. The footpath was featured on the Carlisle City Council footpath map. Tarraby Conservation Group could seek funding to assist, it would be a lot of work to clear becks and hedges trimmed. If it was to be a circular path for disabled it would be a 5-10 year programme. The clerk was to telephone Mr Ormiston when he returned from holiday to ascertain if he owned any of the land adjacent to the lane. Mr M Carigiet understood that Laings owned adjacent land and gave the clerk names of people to contact. **(Mr Guy Heelis and Tim Atkinson of Wallaces, Castle Douglas)**

9. STREET LIGHTING Noted

- a) Carlisle City Council had informed the clerk that a light would be installed in the footway between The Green and Smithy Croft in this financial year.
- b) Linstock Application for grant aid made to Cumbria County Council for light to be installed at the western end of the village on the middle Green. Clerk had received notification that £1200 from Neighbourhood Services had been granted, cheque awaited

10. CARLISLE PARISH COUNCILS' ASSOCIATION

- a) Mr M K Scott reported on meeting held on 22nd April 2002 attended by him and the clerk when Mr M Baxter Chief Constable of Cumbria gave a brief presentation of his ideas for the future of policing in Cumbria, namely, he believed in good quality service delivered properly, reducing crime and disorder with partnership working, and making the criminal justice service effective. Community Constables had been appointed and Community Policing would have a very high profile
- b) Noted the following:
 - i) The next meeting would be held on Monday, 27th May 2002 at Rockliffe Village Hall
 - ii) 25th Anniversary Meeting of the formation of the Association – date to be decided
 - iii) AGM probably 7th October 2002 venue to be decided
 - iii) Joint meeting with Executive of Carlisle City Council on Monday, 2nd December 2002, venue to be decided

11. WETHERAL & STANWIX RURAL NEIGHBOURHOOD FORUM

- a) Noted Minutes received of meeting held on 14th March 2002.
- b) Public Meeting to be held at Cumwhitton Village Hall on **THURSDAY, 9th May 2002 7.30p.m. – 9.00p.m.**
Agenda: Community Policing – CPS Sue Jamieson will give a presentation
 Funding for Community Projects

All councillors were invited – the Chairman, Mr M K Scott and the clerk would attend

12. CODE OF CONDUCT

a) Standards Board for England Noted acknowledgement from the Board re adoption of the Code by this Council

b) Carlisle City Council Solicitor Noted letter from John Egan acknowledging receipt of clerk's letter re adoption of the Code and returning copies of the Declaration of Acceptance of Office forms, the Undertaking to Observe the Parish Council's Code of Conduct and the Notification by Member of Local Authority of financial and other interest forms duly completed on behalf of this council's parish councillors

c) New Ethical Framework The clerk reported on her attendance at the meeting held on 1st May 2002 Mr Paul Hooley confirmed that under the Model Code of Conduct councillors should not breach laws, should treat people with respect, should not withhold public information (the public had a right to information) should not bring the council into disrepute, nor make frivolous accusations. Declaration of Interest had been very controversial: if councillor was member of village/parish hall committee he had to declare this but could stay and vote, however if an interest was prejudicial to the item under discussion, the interest must be declared and the councillor had to withdraw from the meeting. If a councillor had inadvertently missed an "interest" or obtained a new "interest" then a new form had to be completed. The Standards Board did not have power to investigate complaints – these would be passed to independent investigators. A Consultation Paper regarding legislation for complaints was being drawn up.

13. CARLISLE EDUCATIONAL CHARITY Noted Notice informing students of the availability of grants had been displayed on the council's notice boards (clerk has two application forms but these can be obtained from secondary schools and the Civic Centre)

14. SUMMER PLAY SCHEMES 2002 Noted application forms received (to be completed by 10th May), copy sent Crosby Parish Hall Secretary. Mr R Crozier informed the council that the dates for the scheme at Crosby had been chosen by the City Council this year.

15. SLEEPY PARISH COUNCILS referred from last meeting (copy DEFRA letter to be sent to councillors absent on 3.04.02) Resolved not to make any comment

16. PARISH PLAN –

a) Noted copy of Village Design Statement produced by Gainford, a village in Teesdale, received from Carlisle City Council. (This was one example of the way that planning could be included within a parish plan) Copies of this document handed to members of the sub-committee of which Mr A Gosling volunteered to become a member.

b) Resolved to arrange sub-committee meeting to discuss further action (i.e. timetable for public meetings). Mr A Gosling suggested that large scale ordnance maps should be obtained – clerk to make enquiries through Mrs P Jefferson.

17. HIGHWAY MATTERS – Mr W M Wannop reported he and the clerk had met Mr J Smith, Area Engineer, Cumbria County Council on 2nd May 2002 with reference to the under-mentioned areas of concern:

a) CYCLE/FOOTWAY adjacent to A689 - three large vehicles had been parked on this, Mr Smith had agreed to have it brushed, to look into a solution for preventing parking and vehicles u-turning from the layby, joint use signs had been requested.

b) Linstock - drainage problems which caused flooding had been brought to his attention

c) Road through Houghton village – note was taken of the bad state – it was mentioned that "traffic calming" measures were of importance to the council

18. POST BOXES Resolved to request Cumbria County Council to install concrete slabs/hardstanding at the following locations

a) The Knells

b) Linstock on the unclassified road near The Croft – (grass verges very soft which become muddy)

19. CUMBRIA ASSOCIATION OF LOCAL COUNCILS – Copy of April 2002 County Circular was circulated to all councillors

20. THE QUEEN'S GOLDEN JUBILEE Invitation received from the Lord Lieutenant to Chairman to attend service in Carlisle Cathedral on Sunday, 2nd June 2002. Resolved clerk reply that Chairman was unable to attend

21. CUMBRIA WASTE MANAGEMENT Environmental Trust

a) Noted Briefing sheet circulated to all councillors

b) Resolved to write to MPs from the Trust as outlined in the attached letter

22. COMMUNITY POLICEMAN Mrs M Lamb reported she had had a visit from PC Andy Brown and he had informed her that he was purely a Community Policeman and that any problems with Neighbourhood Watch she was to contact him direct. Resolved to invite PC Brown to the June meeting

23. NEW SIGN "The Green" Noted confirmation received from Carlisle City Council that this had been ordered and would be installed

24. NOTICEBOARD – Lansdowne Resolved to confirm action by clerk to request R Telford & Son to reinstall as it had been taken out of the ground. Clerk reported the repair had been carried out.

25. FINANCE

- 1. Resolved to authorise payment of accounts listed on the attached schedule totalling £2,185.49
- 2. Noted HSBC plc statement received after issue of agenda – balances notified at the meeting were C/A £173.33 (there were no outstanding cheques) No-Notice Business a/c £10,334.55
- 3. Brunstock, Linstock & Park Broom Jubilee Celebrations – request for funding. Resolved to refuse this request as funding was available from other bodies
- 4. New Lighter touch audit regime
 - a) To note Mr M K Scott and the clerk would attend training meeting to be held at the Rural Resource Centre Redhills, Penrith on 15th May 2002 at 2.00p.m. for which the clerk has paid £10.00 (to be reimbursed by the council, see attached Schedule)
 - b) Audit Commission – Letter of 26th March 2002 which Mr A Mitchell commented on at the last meeting copy circulated to all councillors. Resolved to defer to June meeting
- 5. HSBC plc new mandate form to be signed by all councillors This was signed by all present except Mr R Crozier who did not wish to be a signatory. Cheques were authorised to be signed by any two councillors
- 6. Crosby Parish Hall – Noted receipt of cheque for £950.00 from Wetheral & Stanwix Rural Neighbourhood Forum being New Tables' Grant £300 and Gents' toilet refurbishment grant £650 duly banked. Mr R Crozier thanked the council on behalf of the Hall Committee for obtaining these grants. Mr Crozier reported that the After School Club had ceased to function because the leader had left. Mrs M Lamb suggested a notice should be displayed on the parish noticeboards
- 7. Clerk's Salary and hours Resolved clerk's hours should be increased to 16 per week and when the new salary scales were published these should be back dated to 1st April 2002

26. DATE OF NEXT MEETING Wednesday, 12th June 2002 at Crosby Parish Hall, Crosby-on-Eden

27. CORRESPONDENCE RECEIVED SINCE ISSUE OF THIS AGENDA

1. PLANNING

a) Reports

- i) 02/0345 – 31 Antonine Way, Castlefields, Houghton – Erection of a conservatory **GRANTED PERMISSION**
- ii) 02/0368 - Highfield Grange, Houghton – Demolition of single storey extension and erection of two storey extension to provide sitting room with en-suite bedroom and landing above together with slate roofed car port - **GRANTED PERMISSION**

b) Applications

- i) 020474 - Ivy Cottage Rickerby Applicant: McKnight & Son Builders
Erection of garage and associated garden wall **NO OBJECTIONS**
- ii) 02/0475 - Ivy Cottage Rickerby (LBC) Erection of garage and associated garden wall **NO OBJECTIONS**

2. CUMBRIA POLICE AUTHORITY – Carlisle Area Community Liaison Forum Noted the next meeting at the Eden Valley Hospice on **TUESDAY, 21st May 2002 at 7.30p.m.**

3. CARLISLE & EDEN LOCAL STRATEGIC PARTNERSHIP Noted letter from Cathy Connolly, Local Strategic Partnership Officer enclosing first issue of newsletter – next meeting of the Partnership to be on **9th July 2002**

4. ROYAL GARDEN PARTY – Monday, 5th August 2002 Invitation to Chairman or a representative to be present on this afternoon –reply required by 9th May 2002. As the Chairman could not attend Mr C F Nicholson volunteered to represent the council after checking with his wife and would let the clerk know the following morning

5. CUMBRIA ASSOCIATION OF LOCAL COUNCILS May Circular herewith **Items of note included:**

- 1, FMD Enquiry – Civic Centre, 28th to 31st May – three evening surgeries where members of the public

could attend to tell the Panel about their own experiences

- 2. "Has your council received a grant?" – copy of details circulated to councillors which had been sent to CALC
- 3. Model Standing Orders – Resolved to purchase from CALC at a cost of £6.00
- 4. Freedom of Information Act 2002 (coming into force February 2003) Noted further advice awaited.
- 5. NALC Conference and Exhibition 14-16 June 2002 at Preston Guild Hall – No-one wished to attend.
- 6. Seminars – "Getting to Grips with Highways" – 17th September at Redhills Penrith at 7.00p.m. or 24th September at Irthing Centre, Brampton, 7.00p.m. Mr R J Nicholls, Mr M K Scott, clerk wished to attend on 24th September
- 6. CUMBRIAN CELEBRATION 2002** Village of the Year Competition 2002 Resolved not to enter

7. FINANCE

- a) Notification from City Treasury that precept of £22,550.00 would be credited by BACS to the council's No Notice Business a/c on 6th May 2002
- b) Draft council accounts for year ended 31.03.02 circulated at the meeting

DOCS FOR INFORMATION

Shaw's Forms and Records for local Councils (Parish, Town & Community Councils)
Carlisle City Council – Development Control Cttee special Mtg, Friday, 17.05.02

28. ANY OTHER URGENT BUSINESS

- 1. **Planning Prohibition Notices** Mr A Gosling brought these to the attention of the council
- 2. **The Knells Cottages** Mr P Gasgoine requested Cumbria County Council should be notified of the danger with regard to the poor visibility from The Cottages lane onto the Scaleby Road caused by the overgrown grass verges and should be trimmed back. (The "splay" associated with the planning permission granted for the new building on the corner of the lane had not yet been installed)

DOCUMENTS RECEIVED FOR INFORMATION

Carlisle City Council – Minutes 5.03.02

- Agenda: overview & Scrutiny Management Cttee 11.04.02
- Licensing & Regulatory Panel 17.04.02
- Corporate Resources Overview & Scrutiny Cttee 18.04.02
- Development Control Cttee 19.02.02
- Infrastructure Overview & Scrutiny Cttee 25.04.02
- Council meeting 30.04.02

Record Playground Equipment Ltd – Details of Sportswalls and shelters

Golden Jubilee crystal & glassware, mugs

News from Hadrian's Wall World Heritage Site, plus leaflet on walks and lots of great activities, April 02- March 2003

Glasdon Catalogue – seats, litter bins, dog waste bins, bollards, etc.

CUMBRIA FOOT & MOUTH DISEASE INQUIRY – Notice published on parish noticeboards

SCHEDULE OF PAYMENTS TO BE AUTHORIZED at the meeting on 8th May 2002

	£
1. Cornhill Insurance plc (premium due 1 st June 2002)	345.92
2. B C Watson, reimbursement of Audit Seminar fee	10.00
3. Clerk's salary	497.07
4. S & W Rickerby (greens maintenance) £1,120 + VAT £196=	1,316.00
5. Cumbria Playing Fields Association	16.50
TOTAL PAYMENTS	<u>2,185.49</u>

SIGNED M K Scott

CHAIRMAN

M A Briggs

COUNCILLOR

Signed this 12th day of JUNE 2002

Chairman

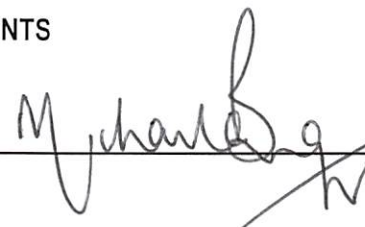
STANWIX RURAL PARISH COUNCIL

SCHEDULE OF PAYMENTS TO BE AUTHORIZED at the meeting on 8th May 2002		£
1. Cornhill Insurance plc (premium due 1 st June 2002		345.92
2. B C Watson, reimbursement of Audit Seminar fee		10.00
3. Clerk's salary		497.07
4. S & W Rickerby (greens maintenance) £1,120 + VAT £196=		1,316.00
5. Cumbria Playing Fields Association		<u>16.50</u>
	TOTAL PAYMENTS	<u>2,185.49</u>

SIGNED



CHAIRMAN



COUNCILLOR

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the parish council meeting held on Wednesday, 12th June 2002 at Crosby Parish Hall, Crosby-on-Eden

PRESENT

Mr M K Scott (in the chair)

- | | | | | |
|---------------|-------------|------------------|-----------------|------------------|
| Dr M A Briggs | Mr M Clarke | Mr R J Crozier | Mr P Gascoigne | Mr A J Gosling |
| Mrs L Kielty | Mrs M Lamb | Mr A D Lightfoot | Mr R J Nicholls | Mr C F Nicholson |
| Mr W M Wannop | | | | |
- County Councillor Mr J Mallinson and City Councillor Mrs M Bowman

1. **APOLOGIES** were received from Mr M Carigiet (B), Mrs S Aglionby and City Councillor Mr E Firth
2. **DECLARATIONS of ACCEPTANCE OF OFFICE, MODEL CODE OF CONDUCT, REGISTER OF INTERESTS**
Messrs R Crozier and A Gosling duly signed the aforesaid documents
3. **THE MINUTES** Resolved to authorise the Chairman to sign the Minutes of the Annual Parish Meeting held on 8th May 2002 (previously circulated) as a true record
4. **COMMUNITY POLICING** The Chairman welcomed PC Andy Brown, Community Policeman, for the council's area. PC Brown gave a presentation on how he was involved with the community, namely that he would not be called out to other matters, i.e. burglaries, accidents as a first choice, but if patrol officers were "tied up" and there was an incident where more than one officer was required he would attend. His brief was to concentrate on community issues as there was a lot of information to be gathered, the Police were trying to return to the situation where there was a resident police presence in rural areas. A newsletter was to be published quarterly, (delivered to local shops) however the aim was to have copy to every household but the cost was phenomenal, so it was hoped that through Neighbourhood Watch Schemes, which were underused, circulation could be achieved. He considered that a better relationship with Neighbourhood Co-ordinators should be fostered. He promised to arrange a Neighbourhood Watch meeting in September. Proof was required that what he was doing was worthwhile and viable. Several questions were asked by members, namely "an easy number to contact for non-emergencies" – this was in the newsletter; speeding traffic through Houghton.
5. **PUBLIC PARTICIPATION** Mr Stythe brought to the notice of the council the problem of dog and horse faeces which littered the footpath between Brunstock and Houghton – photographs being produced as evidence. The Clerk reported she had spoken to the Dog Patrol Officer, Julie Parton, Carlisle City Council, who had informed her that it was "poop a skoop week commencing 17th May 2002". The City Council had run a poster competition with schools and the winning posters would be laminated and posted in all areas. Ms J Parton had promised to have a litter bin installed on the lane leading to the Houghton-Brunstock footpath and to install the winning poster from Houghton C of E School.
6. **DECLARATIONS OF INTEREST** Mr W M Wannop declared an interest in Item No.25.1(a) & (b)
Mr A Gosling declared an interest in Item No.7.a)i)
7. **PLANNING**
 - a) Reports were noted
 - i) 02/0249 - **The Thorn, Tarraby** Replacement roof to outbuilding and extension to front of outbuilding to allow vehicle access. Formation of pitched roof to bathroom and replacement ceiling
Granted Permission
 - ii) 02/0250 - **The Thorn, Tarraby** replacement roof to outbuilding and extension to front of outbuilding to allow vehicle access. Formation of pitched roof to bathroom and replacement ceiling (LBC)
Granted Permission
 - iii) 02/0350 - **Rowanda – The Knells, Houghton.** Insertion of 2no. dormer windows to front elevation
Granted Permission
 - b) Applications –
 - i) 02/0526 - **The Croft, Linstock - Applicant:Mr & Mrs T P Cole** Internal alterations to provide additional accommodation together with new openings serving those areas and replacement of overly steep and potentially dangerous staircase (LBC) **NO OBJECTIONS** (relevant consultation

- ii) 02/0515 - **27 Jackson Road, Houghton. Applicant: M Lamont** Erection of Storm Porch. **No Objections** (Relevant consultation having taken place the action was confirmed)
- iii) 02/0541 - **L/adj Parkside, The Knells, Houghton. (Grid ref 341100 560260)** Erection of bungalow (outline) Applicant: R & K M Batey An extension of time for observations had been obtained. Mr P Gascoigne was concerned about soakaways problem, but Mr W M Wannop pointed out that as the applicant owned the field to the rear there should be no problem. The access was feasible as the entrance was on a straight stretch of road
- iv) 02/0574 - **Eden Brae, Linstock. Bedroom extension to existing dwelling Applicant: Mr S Willis**
NO OBJECTIONS

b) Appeal

- i) 01/0891 - **L/A fld 3372 – Batt House, Crosby Moor, Crosby-on-Eden** – Erection of 2no. detached houses with associated landscaping (outline). Appeal by Greencastle Farming plc
PI Ref APP/EO915/A/02/1089550.

The clerk had written to the Planning Inspectorate to state that the council had had no objections to this application. The action taken was confirmed the date for replies was 13th June 2002

8. WETHERAL & STANWIX NEIGHBOURHOOD FORUM The clerk reported that PC Sergeant Sue Jamieson had outlined the role of Community Policeman at the meeting held on 9th May 2002 attended by Mr M K Scott and her. Several grants had been allocated (this council did not have an application for this meeting). The next meeting would be either 5th or 12th September at Crosby Parish Hall when it was hoped to invite Clare Edwards from the Farm School, Cumbria Community Foundation, which was a grant giving body.

9. CODE OF CONDUCT

- a) **Obligation to adopt a local code of conduct** Noted letter from Carlisle City Solicitor enclosing letter from the Standards Board to Monitoring Officers (copy enclosed) together with copy of Guidance Note which had been issued by the Board in connection with the Registration and Declaration of Interests by Parish Councillors
- b) **The Standards Board** Noted copy letter to Clerks enclosed dated 10th May, ref para 2 is the Guidance in a) above; ref. para 4 – Clerk had received the video – enclosed photocopy of the "small card" – only two supplied
- c) **DTLR Consultation Paper – "Conduct of Councillors Local investigation and determination of misconduct allegations"** No comments were to be made to the Department

10. CARLISLE PARISH COUNCILS' ASSOCIATION The clerk reported on the joint meeting held on 27th May with Carlisle City Council's Executive.

- a) **Review of Parish Boundaries** – no definite date known for the Secretary of State's decision
- b) **Area Working** – specific councillors would be assigned to parish councils, awaiting settling down of new structure of City Council
- c) **Structure Review** of City Council was running at present, awaiting a "scoping" report
- d) **LSP and City Vision** – Cathy Connolly was doing good work
- e) **Riverside Housing** – Allocation Policy – letting policy to be choice based and run on estate agency style
- f) **Responsibility for footpaths** – Mr M Battersby to provide maps to all parish councils
- g) **Draft Corporate Plan** – three year budget cycle, Best Value indicators to be delivered, inspections for everything, together with comprehensive guidance indicators.
- h) **Precept** has to be delivered to City Council by 10th December 2002 (Precept meeting for this Council November 2002)
- i) **IT Training** – free to clerks but would cost £40 per session for councillors (Clerk to attend 20th June and 8th August for Excel training)
- j) **25th Anniversary of the Association**, 28th November 2002 at Newtown Village Hall. Carlisle City Council invited and this meeting would replace the one scheduled for 2nd December 2002.
- k) **Golden Jubilee** – 50 events were taking place within the Carlisle District
- l) **Summer Playschemes** – dates had been decided by City Council as Sports Development Teams would be participating

11. BUS SHELTERS

- a) **Houghton Road/Near Boot** Noted this repaired by R Telford & Son – account listed on attached schedule
- b) **Crosby Moor** – Noted this repaired – account listed on attached schedule

12. COUNCIL VACANCY – Noted there was still a vacancy for Houghton Ward.

13. "FIRST AID" FOR CUMBRIA – Noted letter from Cumbria County Council stating £500,000 had been allocated to the County to give immediate support to community led projects seeking to tackle social, environmental and economic recovery in Cumbria following last year's outbreak of foot and mouth disease. All community, voluntary and non-profit making organisations are eligible to apply for grant aid. **CONTACT: Voluntary Action Cumbria** The Old Stables, Redhills, Penrith, CA11 ODT Tel:0-1768 242130; e-mail vac@ruralcumbria.org.uk

14. TRAFFIC MATTERS

a) **A689 – Double White Lines** The suggestion by Mr P Gascoigne that a request should be made to Cumbria County Council that these should be installed on a section of this road to include the staggered junction with St John's Bridge and the Scaleby Road. Discussion took place. Councillor J Mallinson reported an emerging feeling for a "three lane option", Cumbria County Council hoping to obtain funding, but were considering the need for consultation and a feasibility study. Clerk reported that Mr Clive Moth had requested a report from Mr David Sheard as a result of the meeting held at Crosby-on-Eden three months ago.

15. BRUNSTOCK LAND Resolved to authorise Mr W M Wannop to instruct Mr K Steele to install the "scrape" and bark paths as and when the weather permitted. The clerk reported she had spoken to Mr Alistair Neville of Springwell Cottage, Talkin Tarn, CA8 1LD who had made the rustic seats installed at Talkin Tarn – Mr Neville informed her that the seats cost £250-£400 depending on style. Some councillors had seen those installed at the tarn. Installation of seats to be considered at a later date when funds available

16. POLLUTION, BECK DRAIN FROM SHORTDALE COTTAGE Noted letter from Mark Hudson that he had been informed by the Environmental Health Services that this drain "was not showing too bad, that no solids were present". Another site visit was to be conducted and Mr Hudson would be informed if any action would be taken. A further copy letter from the Environmental Health Services stated that a request had been made to the occupiers of Shortdale Farm that their tank should emptied and de-sludged. A revisit to be made in the near future to check that this has been done. Mr A Gosling reported that the drains would be re-dug so that storm water did not go through septic tanks

17. CARLISLE ENVIRONMENT FORUM –

a) Mr M Clarke attended the meeting held on Thursday, 6th June, 6.00-8.30p.m. Tullie House and reported as follows:-

i) **Subject: Measuring Quality of Life in Cumbria** – Cumbria's First Sustainability Report – Owing to an accident the person scheduled to give a presentation was unable to attend

ii) **Dog Fouling** – an insoluble problem? The Dogs (Fouling of Land) Act 1996 was to protect people from resulting infections from roundworm eggs in the faeces. The Act was not "anti-dog" but "anti not picking up the faeces"; dog faeces are anti-social and spoil others' quality of life. The fixed penalty for allowing dog fouling had been raised from £25 to £50. Several questions were raised in discussion - should offenders who were found guilty be given community service, named and shamed, be made to clean up the area they were caught in, would specific dog zones be feasible, concept of a Neighbourhood Dog Watch scheme. Land not designated under the Act included forestry harvested, agricultural land, mountains, moorland and verges etc where the speed limit on the road was 40mph+. Rickerby Park was exempt because it was now under grazing. Dog waste was classed as "clinical" and had to be disposed as such, dog bins cost £400 to install plus the cost of emptying which was expensive.

Mr M Clarke volunteered to attend the next meeting of the Forum, provisional date, 16th July 2002

b) **Consultation on possible changes to the Landfill Tax Credit Scheme** – Reply from David Maclean's Constituency Secretary – "Mr Maclean will want to raise this with The Chancellor of the Exchequer and will write to the council as soon as he receives a reply".

18. CARLISLE & EDEN LOCAL STRATEGIC PARTNERSHIP – "Looking Ahead" Letter from Cathy Connolly enclosed strategy document – Next meeting 9th July details would be sent

19. HOUGHTON ROAD – Resolved to request Cumbria County Council to provide 30mph sign on Houghton Road/Tarraby Lane junction as many road users did not abide by the speed limit imposed on this stretch of road. The result of discussion was that it was better for a 40mph limit on this road as more people abided by this than the new limit of 30mph. It was not lawful to have 30mph repeater signs attached to posts along the road.

20. TARRABY POND SITE – illegal dumping of tarmac waste. Mr A Gosling reported the episode which occurred on 23 May 2002 that had been resolved satisfactorily

21. VARIATION OF MAIN RIVER 2001-2002 Noted letter from Environment Agency confirming that Gosling Sike at Carlisle from NY 396 571 to NY 411 587 had been enmained

22. RURAL ROAD SIGNS INITIATIVE LEAFLET Letter from Friends of the Lake District asked the council to consider if it believed that road signage was a problem within the parish and whether or not it would like support or advice on how to make improvements. Councillors to inspect signs around the parish and report to the clerk if they considered signage could be improved

23. FINANCE

- 1. Resolved to authorize payments of accounts listed on schedule attached
- 2. New Lamp Linstock Noted cheque for £1200 received from Cumbria County Council - banked
- 3. Audit Meeting attended by Chairman and Clerk (15.05.02) Clerk reported that because the council's Accounts were over £50,000 during the last three years a full set of accounts had to be prepared. There would be less inconvenience and costs once the procedure was set up. New forms would be sent out by the District Audit which would have to be copied and displayed on noticeboards. The Government was looking at the "electors' questions" and would report in due course.
- 4. Audit Commission – Noted letter dated 30.05.02 confirmed that the Commission had approved the appointment of District Audit as external auditor to Stanwix Rural – "apologies for delay in advising you of the Commission's decision"
- 5. HSBC balances as at 28th May 2002 c/a £167.92; No-Notice a/c £31,904.55
- 6. Resolved to appoint Mr J Brunton as Internal auditor, proposed by Mr W M Wannop, seconded by Mrs M Lamb and unanimously agreed. (The clerk had obtained Mr Brunton's consent provided he satisfied the criteria laid down which the clerk had checked with Cumbria Association of Local Councils)
- 7. Draft full accounts for year ended 31 March 2002 were circulated to those members present which would be discussed at the July meeting

24. DATE OF NEXT MEETING – Wednesday, 10th July 2002 at Crosby Parish Hall at 7.30p.m.

25. CORRESPONDENCE received since issue of this agenda

1. Planning Applications

- a) 02/0626 – Erection of conservatory to rear of dwelling attaching house to peel tower (LBC)
Linstock Castle Farm, Linstock, Carlisle, CA6 4PZ Applicant: Mr & Mrs A Wannop
NO OBJECTIONS
- b) 02/0627 – Erection of conservatory to rear of dwelling attaching house to peel tower
Linstock Castle Farm, Linstock **NO OBJECTIONS**

2. CALC June County circular – circulated to all members present

3. GETTING TO GRIPS WITH HIGHWAYS – 24th September 2002 at 7.00p.m. at the Irthing Centre, Brampton
Clerk to book for Mr M K Scott, Mr A D Lightfoot and Mr R J Nicholls

4. Kissing Gate, Whiteclosegate/Tarraby footpath broken Mr A Gosling had brought this to the clerk's attention and she had informed Highways of the problem

5. Better Ways to School – e-mail from Rob Lewis, Capita dbs dated 11th June 2002 – "The scheme that has been requested is to widen the footpaths along Houghton Road on the school side of the road, which should encourage more children to walk to/from school and to introduce some pinch points either side of Jackson Road to reduce the speed of vehicles through the village. To enable this work to be carried out it would be necessary to transfer some land at The Green to the carriageway. Can you raise this at the next parish council meeting and see if this would be welcomed by the council or if objections would be likely?" Clerk had obtained a poor sketch map by fax and passed it to all members

present. After discussion clerk instructed to write to Mr Lewis stating the council "agreed in principle to accept the suggestion but would like more details".

26. ANY OTHER URGENT PARISH BUSINESS

1. Footpath Orchard Lane, Houghton to Kingstown Mr A D Lightfoot read out a copy of a letter that had been sent to Mr K Poole, Carlisle City Council, by a resident of Orchard Lane, which raised the under-mentioned concerns

- a) Young people using this as a motor cycle scramble area, churning up the footpath, the danger and the noise and bringing mud onto Orchard Lane
- b) Tipping of garden waste into the irrigation ditch
- c) Drainage grid at the foot of the road leading to the old people's bungalows which served no useful purpose as the water ran past it thus causing flooding.

Resolved clerk should write to Mr Poole supporting the above complaints

2. Orchard Gardens Shrubbery Mr Lightfoot considered this required weeding; another matter of concern was the hedgerow. Clerk to request weeding of the shrubbery and ascertain who was responsible for tidying up the hedge, Two Castles Housing, Carlisle City or the owner of the land.

DOCUMENTS RECEIVED FOR INFORMATION

Carlisle City Council – agenda for the under-mentioned meetings

Development Control (special)	17.05.02	Community Overview & Scrutiny	06.06.02
Annual Council	20.05.02	Corporate Resources Overview	07.06.02
Executive (Special)	20.05.02	Community Overview & Scrutiny	07.06.02 (Special)
Executive	27.05.02	Infrastructure Overview & Scrut.	07.06.02 (Special)
Licensing & Regulatory Panel	29.05.02		
Overview & Scrutiny Management	30.05.02		
Executive (Special)	06.06.02		
Cumbria Foot & Mouth Disease Enquiry – Update received			
Shell Better Britain Campaign – Summer 2002 newsletter			

STANWIX RURAL PARISH COUNCIL

SCHEDULE OF PAYMENTS TO BE AUTHORISED AT 12th June 2002 meeting

	£
1. S & W Rickerby Greens Maintenance £1,120.00 (includes Brunstock) + VAT £196.00 =	1,316.00
2. Cumbria Association of Local Councils "Model Standing Orders"	6.00
3. Clerk's salary June 2002	497.28
4. Robert Telford & Sons Bus Shelters	
a) Crosby Moor £98.00;	
Houghton Road Tarraby Lane £294.00 + VAT £68.60 =	460.60
5. Chandlers (new tables for the Crosby Parish Hall) £410.58+VAT £71.85 =	482.43

TOTAL PAYMENTS

£2,762.31

SIGNED M K Scott

CHAIRMAN M Lamb

COUNCILLOR

Signed this 10th day of July 2002

M.K. Scott
Chairman

STANWIX RURAL PARISH COUNCIL

SCHEDULE OF PAYMENTS TO BE AUTHORISED AT 12th June 2002 meeting

£

- 1. S & W Rickerby Greens Maintenance £1,120.00 (includes Brunstock) + VAT £196.00 = 1,316.00
- 2. Cumbria Association of Local Councils "Model Standing Orders" 6.00
- 3. Clerk's salary June 2002 497.28
- 4. Robert Telford & Sons Bus Shelters
 - a) Crosby Moor £98.00;
 - Houghton Road Tarraby Lane £294.00 + VAT £68.60 = 460.60
- 5. Chandlers (new tables for the Crosby Parish Hall) £410.58+VAT £71.85 = 482.43

TOTAL PAYMENTS

£2,762.31

SIGNED



CHAIRMAN



COUNCILLOR

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the council meeting held on 10th July 2002 at Crosby Parish Hall, Crosby-on-Eden

PRESENT

Mr M K Scott (in the chair)
 Mrs S Aglionby Mr M Carigiet Mr M Clarke Mr A J Gosling Mr A D Lightfoot
 Mr R J Nicholls Mr C F Nicholson Mr W M Wannop

District Councillors Mrs M Bowman and Mr E Firth

1. **APOLOGIES** were received from Dr M A Briggs (B), Mr P Gascoigne(B) and Mesdames L Kielty (H) and M Lamb(S)

The Chairman welcomed Mrs Jill Knowles to the meeting as an observer

2. **THE MINUTES** Resolved to authorise the Chairman to sign the Minutes of the meeting held on 12th June 2002 previously circulated as a true record

3. **DECLARATIONS OF INTEREST** No member declared any personal or prejudicial interests relating to any item on the agenda at this stage

4. **PUBLIC PARTICIPATION** There were no questions, deputations or petitions relating to the business of the council

5. **BETTERWAYS TO SCHOOL** – Houghton C of E School Mr Rob Lewis from CapitaDBS attended to provide further information on the proposal for traffic calming to reduce vehicle speed, i.e. pinch points as shown on the draft plan, through Houghton, for widening pavements, which would mean a strip of land about 1-1.5m wide being taken from the Village Green to be incorporated in the road and probably moving the telephone kiosk. Total cost approximately £40,000; £10,000 of this already funded. Services in The Green appeared to be more than 2m from the road. It was pointed out to Mr Lewis that the fibre optics installed within the last year would be about eighteen inches deep (these could be incorporated in the roadway). The council unanimously supported the scheme. Mr Lewis pointed out that there would probably be legal requirements with reference to the common land. The scheme would have to be completed by March 2003. Clerk instructed to write a supporting letter to Mr Lewis. The Chairman thanked Mr Lewis for his attendance and invited him to stay for the remainder of the meeting.

6. PLANNING**a) Reports**

i) **02/0086** L/A Fld 8171 adj St John's Church Hall, Houghton

Erection of vicarage (outline) **REFUSED PERMISSION** for the following reasons

1. The proposed development is located outside the main confines of the village and is unrelated physically and visually to the village of Houghton and would thereby be an undesirable intrusion into the rural landscape. In the absence of any overriding need the proposed development would thus be contrary to Policy H6 of the Carlisle District Local Plan

2. The Local Planning Authority considers that the proposed development if approved would create a precedent which would make it difficult for the Authority to resist other proposals for residential development beyond the northern margins of the settlement of Houghton

Mr W M Wannop considered that the present vicarage was in a totally unsuitable location and this proposal would not set a precedent. This was a unique application.

ii) **02/0332** L/A The Salmon House-The Walled Garden, Rickerby Cottage, Rickerby

Conversion and extensive additions to former salmon house to form 2 bed dwelling

GRANTED PERMISSION

iii) **02/0338** 26 The Green, Houghton. Erection of single storey sun lounge **GRANTED PERMISSION**

iv) **02/0435** L/A Plots 3,4,5 Brunstock Farm, Brunstock. Erection of 3no. detached houses within existing development (revised plans) **GRANTED PERMISSION**

b) Applications**i) 02/0660 Rickerby Cottage, Rickerby Park, Carlisle**

Erection of extension with slated roof to provide larger kitchen and dining area

Applicant: Mr Peter Fletcher **No objections were raised**

ii) 02/0668 Crosby Moor Filling Station, Crosby-on-Eden Applicant: Primelight Advertising Ltd

Erection of illuminated double-sided free standing advertisement display unit

NO OBJECTIONS

c) Houghton Vicarage -Noted letter from Architects Plus requesting the additional accident statistics re A689 which the council has received from Cumbria County Council. Clerk had supplied Architects Plus with the statistics as an Appeal was to be made to the Secretary of State

d) APPEAL

01/0969

L/A The Far Boot, Townhead, Houghton. Erection of a dwelling (outline) Appeal starting date 20th June 2002, P.I. Ref: APP/E0915/A/02/1092750 Clerk instructed to reiterate comments made on the original application

7. WETHERAL & STANWIX RURAL NEIGHBOURHOOD FORUM Noted clerk received completion report in respect of Houghton Village Hall grant for gas heater – this has been duly completed and returned

8. CARLISLE PARISH COUNCILS' ASSOCIATION The following was noted

a) Minutes of joint meeting with Carlisle City Council held on 27th May 2002 received

b) Minutes of an extra meeting of the Executive Committee held on 12th June 2002 received

9. CODE OF CONDUCT/REGISTER OF MEMBERS' INTERESTS

1. Noted acknowledgement from City Solicitor of receipt of the Declaration of Acceptance of Office, Undertaking to Observe the Code and Notification of Financial and Other Interest Forms in respect of Mr R Crozier and Mr A Gosling, and enclosing copies for retention in my Green File.

2. Noted letter from CALC informing the council that joint Public Notices concerning the Code of Conduct and Register of Members' Interests would be appearing in the News & Star on Thursday, 4th July 2002

10. STANDING ORDERS AND CHAIRMANSHIP Noted Revised version received – clerk to compare with the council's Standing Orders and report to September meeting

11. THE COUNTRYSIDE AGENCY – New Countryside agency publications

1. Vital Villages Update Document enclosed for those councillors sitting on the Parish Plans Committee Meeting of sub-committee to be arranged

2. Section 17 of the Crime & Disorder Act 1998 – Noted Parish councils have an obligation under Section 17 of the Act. Copy booklet enclosed for councillors to consider Mr C F Nicholson had prepared observations which he handed to the Chairman and the Clerk. Mr Nicholson considered Carlisle City Council should be consulted as this was a potential nightmare

12. CLEANER GREENER CUMBRIA project campaigns 2002-2003 Noted copy letter circulated to all members from Lake District National Park Authority – to discuss the three campaigns raised in the letter. Clerk had requested Dog Fouling Posters

13. CARLISLE ENVIRONMENT FORUM – Meeting Tuesday, 16th July 2002 at Low Luckens Organic Resource Centre, Roweltown, Carlisle. Subject: Renewable Energy – What are the opportunities for community based projects in North East Cumbria? Mr M Clarke volunteered to attend (organic barbeque at 6p.m. followed by the meeting – finishing no later than 9.00p.m.)

14. LANDFILL TAX CREDIT SCHEME – Noted letter from David Maclean MP enclosed copy of letter from Joh Healey which stated his officials would be writing to Mr Maclean's constituents inviting them to take part in the consultation on this scheme. Mr CF Nicholson considered the status quo on grants should prevail.

15. COMMUNITY SUPPORT OFFICER Noted letter dated 20.06.02 from Pat Jefferson included the following:

1. IT Training – Carlisle City Council had given £2,500 to provide two free half-day training for each clerk – normal charge was £40 per half day. Noted clerk has taken up one on 20th June and was booked for one on 8th August.

- 2. Clerks' Meeting – this had not taken place and looked as if it would be held in the Autumn
- 3. Moving On – P Jefferson had been seconded for three years to the Longtown Market Town Initiative. The Carlisle Parish Councils' Association was heavily involved in the discussions around the replacement Support Officer

16. COUNCIL VACANCY Houghton Ward – Mrs Jill Knowles attended this meeting with a view to possible co-option

17. HIGHWAY ISSUES – A letter from Mr D Sheard, Cumbria County Council, previously circulated to all councillors, was discussed and it was resolved that a strong letter should be written stating this council did not accept the excuses contained in Mr Sheard's letter. There had been plenty of time for matters of concern to be rectified, the whole system was not working. Mr E Firth volunteered to follow-up the council's complaints.

18. BRUNSTOCK LAND – Mr Wannop reported that work on the path and scrape had not begun because of the weather. However Mr K Steele would be putting it in hand. There was one dead tree which Mr Wannop volunteered to replace in the winter

19. HOUGHTON ROAD 30 mph sign - Clerk had spoken to Mr Jim Smith, Area Engineer, Cumbria County Council about the installation of a single sign – Mr Rob Lewis confirmed that this would be erected.

20. ORCHARD LANE & FOOTPATH Noted e-mail from Mick Sumner (Carlisle City Council) plus copy letter sent to resident of Orchard Lane, together with copy reply from resident to Mr Sumner regarding tipping of rubbish

21. FINANCE

- 1. Resolved to authorise payment of the items listed on the attached schedule
Mr W M Wannop proposed the clerk should be paid for the increased hours, i.e. 2.5 per week, back dated to 1st April 2002, with her September pay, at the current rate per hour and when the pay scales agreed for 2002/03 were published these should be back dated to 1st April 2002. This was unanimously agreed
- 2. HSBC Balances as at 28 June 2002 c/a £165.66 No-Notice a/c £29,175.31 included gross interest to 06.06.02 of £30.76
- 3. Resolved to set a de-minimus amount for which the council would require two or more estimates at £1,000;
- 4. Risk Assessment –
 - a) Insurance cover was reviewed at the June meeting and considered to be sufficient
 - b) Noted clerk enquired from Village Hall Treasurers every year the amount of insurance cover which included rebuilding costs, reinstatement, fire etc and which was included in the Annual Accounts
- 5. Annual Report of Internal Auditor was read out at the meeting – a copy attached to these Minutes
- 6. The accounts for year ended 31st March 2002 (previously circulated) were approved and signed by the Chairman and clerk
- 7. Annual Return, Statement of Assurance were completed and signed by the Chairman and Clerk
- 8. Noted the Notice and Advertisement of the Annual Audit for the Year ending 31st March 2002 had been displayed on the council's noticeboards on 8th July 2002.

22. DATE OF NEXT MEETING – Wednesday, 11th September 2002 at Crosby Parish Hall

23. CORRESPONDENCE received since issue of this agenda

1. PLANNING

- a) Reports** Noted the under-mentioned applications had been **GRANTED PERMISSION**
 - 02/0474 **Ivy Cottage, Rickerby** Erection of garage and associated garden wall
 - 02/0475 **Ivy Cottage, Rickerby.** Erection of garage and associated garden wall (LBC)
- b) Applications**
 - i) 02/0076 **L/A Greenfield Farm, Houghton, Carlisle** Applicant: Mr & Mrs R Miller
Erection of two semi-detached 2no. bedroomed dwellings with integrated garages (outline)
Resolved to object strongly to this application on the grounds of refusal by Planning Authority
Re outline application for new vicarage for St John's Church, Houghton.
(Mrs S Aglionby reported she had not received Notice of this application)
 - 1. Long Standing problems with regard to drainage of surface water and sewage
 - 2. A Public footpath no.132010 runs through the yard of Greenfield in front of the existing stables

and outbuildings which are the subject of the proposal :

3. The Development would be an undesirable intrusion into the rural landscape
 4. Extra traffic will be generated onto an extremely narrow "track/lane" with poor visibility
 5. The rear of the proposed buildings is extremely close to a farm building used by The Croft for animals
 6. It is possible that future development would be applied for if this application was granted
- ii) 02/0456 **Cavalaire, The Knells, Houghton AMENDED PLANS**
Extensions and alterations to provide garage, guest bedrooms and conservatory
The wrong plans had been sent, clerk to obtain the relevant plans
- iii) 02/0724 **Laughinstock, Crosby-on-Eden Applicant: James & Maria Sedgwick**
Conversion of ground floor area into a 40 seater restaurant and conversion of garden area into Car park with altered highway access. Resolved to instruct Mr A Gosling to make observations that the clerk would submit to Carlisle City Council. Clerk had been informed by Carlisle City Council Planning Department that five objections had been received
- iv) 02/0741 **14 Houghton Road, Houghton Applicant: Mr John Watson**
Erection of conservatory to front elevation **No objections**

2. CUMBRIA COUNTY COUNCIL Consultants' Report on "Invest to save & Improve" The Chairman and Vice-Chairman to consider these documents and pass comment to the clerk who would send them to the County Council. by **19th August 2002** (clerk received this document on 9th July)

3. CUMBRIA ASSOCIATION OF LOCAL COUNCILS July/August 2002 County Circular received – circulated to all councillors present at the July meeting

4. COUNTRYSIDE AGENCY'S "Vital Villages" Programme This council did not wish to work with adjacent parishes on "Better Local Transport", and "An Action Plan for the area"

5. CALOR GAS VILLAGE OF THE YEAR 2002 The council did not wish to take part in the Celebration of Village Life

6. HIGHWAYS AGENCY ANNUAL REPORT only 5 copies received – circulated to those members who wished to have them.

24. ANY OTHER URGENT PARISH BUSINESS

1. North West Regional Assembly

Councillor E Firth would, personally, very much like the council's view on the proposal for an Assembly. Resolved this should be discussed at the September meeting. Councillor Firth considered that the effect on parish councils would be enormous

DOCUMENTS FOR INFORMATION

Carlisle City Council agenda for:

Community Overview & Scrutiny Cttee (Special Mtg)	17.06.02
Executive (Special)	17.06.02
Infrastructure Overview & Scrutiny	20.06.02
Licensing & Regulatory Panel	26.06.02
Special Meeting of City Council	27.06.02
Corporate Resources Overview & Scrutiny	28.06.02
Community Overview & Scrutiny (Special	02.07.02
Overview & Scrutiny Management Cttee	04.07.02
Agenda for Executive Meeting	08.07.02
Development Control	12.07.02
Infrastructure Overview & Scrutiny Spec.	15.07.02
Council	16.07.02

STANWIX RURAL PARISH COUNCIL

SCHEDULE OF PAYMENTS AUTHORISED at 10th July 2002 meeting

	£
1. S & W Rickerby – Greens Maintenance £1120 + VAT £196 =	1,316.00
2. Clerk's salary (July and August) £498.67 + £497.47 =	996.14
3. Inland Revenue Tax £83.08 + NI £48.84 =	<u>131.92</u>
TOTAL PAYMENTS	<u>2,444.06</u>

SIGNED M K Scott CHAIRMAN M Carigiet COUNCILLOR

Signed this 11th day of September 2002



M.K. Scott

Chairman

STANWIX RURAL PARISH COUNCIL

SCHEDULE OF PAYMENTS TO BE AUTHORISED at 10th July 2002 meeting

	£
1. S & W Rickerby – Greens Maintenance £1120 + VAT £196 =	1,316.00
2. Clerk's salary (July and August) £498.67 + £497.47 =	996.14
3. Inland Revenue Tax £83.08 + NI £48.84 =	<u>131.92</u>
TOTAL PAYMENTS	<u>2,444.06</u>

SIGNED  CHAIRMAN  COUNCILLOR

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the council meeting held on 11th September 2002 at Crosby Parish Hall, Crosby-on-Eden

PRESENT

	Mr M K Scott (in the chair)		
Mrs S Aglionby	Dr M A Briggs	Mr M Carigiet	Mr M Clarke
Mr P Gascoigne	Mr A J Gosling	Mrs G Knowles	Mrs M Lamb
Mr A D Lightfoot	Mr R J Nicholls	Mr C F Nicholson	Mr W M Wannop
District Councillor Mr E Firth			

1. **APOLOGIES** were received from Mrs L KIELTY(H) and District Councillor Mrs M Bowman
2. **CO OPTION OF Mrs Gillian Knowles Declaration of acceptance of office, Model Code of Conduct, Register of Interests** Mrs G Knowles agreed to be co-opted onto the council and signed the aforementioned forms
3. **THE MINUTES** Resolved to authorise the Chairman to sign the Minutes of the meeting held on 10th July 2002 previously circulated as a true record
4. **HIGHWAY MATTERS** Councillor E Firth reported he had failed miserably in his attempt to try and resolve the matters referred to Cumbria County Council – he had been unable to contact the officer concerned
5. **DECLARATIONS OF INTEREST** There were no declarations of any personal or prejudicial interests relating to any item on the agenda at this stage
6. **PUBLIC PARTICIPATION** Mr W Clark of Kirkham Crosby Moor was in attendance relating to Planning Application Ref:02/0868, **Erection of 1no. detached dwelling (outline), L/Adj Crosby Moor Cottage, Crosby on Eden.** Mr Clark was representing four families who had written to the Carlisle Planning Authority outlining objections to the aforesaid application, mainly because it was a Greenfield site and secondly the access, there were other objections regarding drainage from septic tanks, the fields at the rear were a haven for wildlife. The adjacent properties had suffered with the road to the front of the properties being upgraded. The residents believed that if this application was granted it would set a precedent for future applications. Several planning applications for dwellings in the area had been refused. The residents would like to keep Crosby Moor as a hamlet.
7. **PLANNING**
 - a) **Reports - PERMISSION GRANTED for the under-mentioned applications**
 1. 02/0460 – L/A Plots 10 & 11, Former Eden School, Rickerby. – Substitution of 5 bed dwelling and 4 bed dwelling with 3no. 3 bed dwellings; revised elevational details as approved house types A, B and C and erection of garages to units 1-6 and 16-24
 2. 02/0515 – 27 Jackson Road, Houghton - Erection of storm porch
 3. 02/0526 - **The Croft, Linstock.** Internal alterations to provide additional accommodation together with new openings serving those areas and replacement of overly steep and potentially dangerous staircase (LBC)
 4. 02/0541 – L/Adj Parkside The Knells, Houghton Erection of bungalow (outline)
 5. 02/0574 – **Eden Brae, Linstock** Bedroom extension
 6. 02/0660 – **Rickerby Cottage, Rickerby Park, Carlisle** Extension with slated roof to provide larger kitchen and dining area
 7. 02/0724 - **Laughinstock, Crosby-on-Eden** Conversion of ground floor area into a 40 seater restaurant and conversion of garden area into car park with altered highway access

Mr A Gosling commented he had been surprised that this application had been passed on the quality of drawings which had been submitted. Mr C F Nicholson concurred with this. Mr W Wannop reported the permission had been well-received in the local community

 8. 02/0741 - **14 Houghton Road Houghton** Erection of conservatory to front elevation
 9. 02/0006TEL – L/A field 0003 **Opposite Brunstock House, Brunstock** Erection of 15m monopole supporting 3no.antennae 2no. microwave dishes and associated equipment

b) Applications –

1. 02/0076 - L/A Greenfield Farm Houghton **AMENDED PLANS** Erection of two semi-detached 2no. bedroomed dwellings with integrated garages (outline) **Resolved to submit the original objections**
2. 02/0626 - Linstock Castle Farm, Linstock – Erection of conservatory to rear of dwelling attaching house to peel tower (LBC) **Withdrawn by Applicant** Mr W Wannop reported the reason for the withdrawal was because objections had been received from Listed Buildings Authority
3. 02/0627 - Linstock Castle Farm, Linstock – Erection of conservatory to rear of dwelling attaching house to peel tower **Withdrawn by Applicant**
4. 02/0724 - Laughinstock, Crosby-on-Eden - Conversion of ground floor area into a 40 seater restaurant and conversion of garden area into car park with altered highway access - **Amended Plans received – comments were sent in but PERMISSION WAS GRANTED**
5. 02/0822 – 17 Millcroft, Whiteclosegate. Single storey extension to provide conservatory, utility and enlarged kitchen with 1no. bedroom and bathroom above existing garage
No objections
6. 02/0845- Crosby-on-Eden Primary School, Carlisle. Extension to provide new hall with associated store and lunch delivery area Comment: The parish council fully supports this much needed extension
7. 02/0846 - Crosby-on-Eden Primary School, Carlisle Extension to provide new hall with associated store and lunch delivery area (LBC) Comment: See No.6 above
8. 02/0368 – Highfield Grange, Houghton. Demolition of single storey extension and erection of two storey extension and slate roofed car port. Letter from Planning Dept enclosing revised plan showing revised roof design to the rear of the extension. This application was approved on 26 April. The applicant's agent submitted a revised plan showing "revised roof design to the rear of the Extension". Comment: **No objections**
9. 02/0868 - L/Adj Crosby Moor Cottage, Crosby-on-Eden – Erection of 1no. detached dwelling (outline) Applicant: Mr G Wynne -
After detailed discussion, it was resolved on a proposal from Mr P Gascoigne, seconded by Mrs M Lamb, a vote being taken with eight councillors in favour, two against, to object to this application in support of the local electors. District Councillor Mr E Firth reported the applicant had approached him for support and he, Mr Firth, had been told by the officers that they would recommend refusal, Mr Wynne wished it to be decided by the Planning Committee therefore it would be discussed at the next Committee meeting on 4th October 2002. Open countryside, nearness to Hadrian's Wall, Stanegate Road (Roman Road) contrary to local and National Planning Policy.
10. 02/0393 –L/A Field No.0117 Tarraby Farm, Tarraby Erection of a single dwelling
Applicant: Mr & Mrs Littleton **Comments: see separate sheet attached**
11. 02/0456 - Cavalaire, The Knells, Houghton. **REVISED PLANS** Extensions and alterations to provide garage guest bedrooms and conservatory. **No objections provided roadside trees remained**
12. 02/0866 - 5 Hendersons Croft, Crosby-on-Eden – Rear extension to provide additional lounge
Applicant: Mr & Mrs Neil Routledge **No objections**
13. 02/0006 TEL – L/A Field 0003 Opposite Brunstock House, Brunstock. Erection of 15m monopole supporting 3no. antennae, 2no. microwave dishes and associated equipment cabin
NO OBJECTIONS
14. 02/0008TEL – L/A Cumbria Police North Traffic Unit, Houghton Road, Houghton.
Erection of 15m high monopole supporting 1no. microwave dish **NO OBJECTIONS**

The action taken relating to Nos.5-8 &10-13 above, relevant consultations having taken place, was confirmed at this meeting

c) Appeals

01/0969 - L/Adj The Far Boot, Townhead. Erection of a dwelling (outline) Letter sent to Inspector

02/0086 – L/A Fld 8171 adj St John's Church, Houghton – Erection of vicarage (outline) Appeal starting date 12th September 2002 Clerk has written to Planning Inspectorate

d) Site Meeting, Wednesday, 21st August 2002 at 11.35a.m. (attended by Messrs P Gascoigne & W Wannop) The application had since been granted

02/0541 – L/Adj Parkside The Knells, Houghton. Erection of bungalow (outline)

e) Interim Housing Policy Statement – Copy letter from Chief Local Plans Officer attached. Comments sent to Carlisle City Council had been circulated before the meeting. Councillors Mrs M Lamb and Mr W Wannop disagreed with the reference to Linstock and Crosby in that since the new houses had been occupied these villages had a much better community spirit, the Jubilee Celebrations had brought people together. Children playing on the Linstock Greens. Councillor Mr E Firth confirmed it was Government Policy that brownfield sites should be used in preference to Greenfield sites. Clerk to write to Carlisle City Council with further comments regarding Crosby-on-Eden and Linstock

f) DEFRA Parish & Town Councils to retain role in Planning Noted copy letter addressed to Chairs attached "....The requirement for parish councils to be notified of any relevant planning application will therefore remain in primary legislation...." This letter did not warrant further discussion

8. WETHERAL & STANWIX NEIGHBOURHOOD FORUM Chairman and Clerk had attended the meeting held on Thursday, 5th September 2002 at Crosby Parish Hall Crosby-on-Eden at 7.30p.m. where Clare Edwards from Cumbria Community Foundation had elaborated on the grants available from this body. Mrs S Aglionby, a Trustee of this Foundation, gave further information and reported Houghton C of E School had obtained funding towards the play area proposed for the school field.

9. BRUNSTOCK LAND Mr W Wannop reported Ken Steele hoped to start work on the "scrape" and path in the near future

10. CARLISLE ENVIRONMENT FORUM Mr M Clarke gave a detailed report (copy attached to these Minutes) on his attendance at the meeting held on 16th July at Low Luckens Organic Resource Centre, Roweltown – Subject: Renewable Energy.

11. STANDING ORDERS AND CHAIRMANSHIP Clerk would be re-doing the Orders for the next meeting as the new ones incorporated details about the Model Code of Conduct and Register of Interest

12. IT TRAINING Noted clerk attended Excel training day on 8th August 2002 which she had found most beneficial

13. 30mph SIGN Houghton Road Noted this had been re-erected. The Clerk had, however, been informed by Councillor J Mallinson that it was illegal and would have to be taken down. It was not known if a red strip would be laid across the southern end of Houghton Road with 30mph inscribed on it

14. SHORDDALE TO BLAYLOCK RIGGS Noted clerk had been informed of the owner of the land on the western side of the track and she had told Mr M Hudson, Carlisle City Council. However the owner of the land on the eastern side was not available – Mr M Carigiet volunteered to try and find the name and address of the owner.

15. CUMBRIA COUNTY COUNCIL Consultants' Report on "Invest to Save & Improve" Noted the Vice-Chairman had prepared comments and these have been sent to Cumbria County Council

16. RACE RELATIONS ACT Noted Parish Councils are covered only by the general duty, i.e "Duty to Promote Race Equality"

17. COMMUNITY POLICING Acknowledgement of clerk's letter thanking PC A Brown for his presentation at the June council meeting

18. M6 EXTENSION CARLISLE TO GUARDS MILL, Preferred Route Announcement

Noted letter from Highways Agency informed the council that the Secretary of State for Transport had recently announced the preferred route for this scheme

19. FLOODING AT LINSTOCK Noted letter from Capitaadbs stated ".....There are a number of issues to sort out with Allan Homes, one of which is the patching in this location. I have discussed this problem with J Allan with a view to getting it sorted out in the near future".

Clerk instructed to write very strong letter to Capitaadbs expressing extreme concern that this matter had taken so long to be sorted out

20. CUMBRIA COUNTY COUNCIL (Footpaths No.119011 and 132006) (Parishes of Irthington and Stanwix Rural) Public Path Diversion Order Noted copy Order received dated 22.08.02

21. RICKERBY – Development at Rickerby Hall To consider action regarding

1. copy letter from Mr Morewood to Story Builders with reference to siting of telephone kiosk and post box
2. " " " Mr G Bray to Story Builders

Mr M Carigiet reported he had received copies of the above letters which had been passed to the Clerk. Mr Carigiet reported it was now easier for people to get to the post box and telephone kiosk. Mr W Wannop had been asked about the plans regarding the football field parking – Story Builders had agreed to put hard core down to assist with the parking problem and quite happy for the fishermen to park there. ?who did not want the fishermen to park. Storys had said they would try and improve the visibility splay.

22. HADRIAN'S WALL Noted Summary of Management Plan 2002-2007 and "News" received. Mrs S Aglionby and Mr A Gosling took copies

23. HIGHWAY MATTERS

a) **"TOWNHEAD" SIGN** Resolved to ask Cumbria County Council to erect a sign for this location on the Scaleby Road

b) **DIRTY ROAD SIGNS** Resolved to request Cumbria County Council to have these cleaned within the parish area

c) **ACCIDENT, Tuesday, 6th August 2002 at 7.45a.m. The Knells Farm, Houghton** Resolved to request Cumbria County Council to erect a warning sign on the approach to the farm from the north

24. CARLISLE ENVIRONMENTAL ACTION Special General Meeting – Tuesday, 3rd September 2002 7-9p.m. at The Assembly Room, Old Town Hall, Carlisle Mr M Clarke reported as follows:

1. By a unanimous vote the Special General Meeting dissolved the Carlisle Environmental Action and upon a recommendation of the committee, all assets and liabilities were given and transferred to and assumed by Carlisle Environment Action (No.4467899) a company limited by guarantee. This action took effect from midnight on Tuesday, 3rd September 2002

This council remained a member of the said Carlisle Environment Action

2. Presentations were given by: (1) The Cumbria "Greenbox" Recycling Scheme presented by Lisa Heathcote Kerbyside Recycling Development Officer, (2) Stoneraise School's Environmental Projects presented by Andrew Mason, the Headteacher, (3) Carlisle Skateboard Park presented by Adrian Couzens, Senior Engineer, Carlisle City Council

25. BUILDERS' RUBBISH Mr W M Wannop reported rubbish dumped at Sandy Lane – clerk duly informed Carlisle City Council (14.08.02 11.30a.m.) – Mr Wannop had not inspected but had not received any complaint

26. LINSTOCK GREEN DRAIN REPAIR This would be done in due course

27. FOOTPATHS – Resolved to refer inspection of these until May 2003

28. PARISH PLAN – Date for sub-committee meeting to be arranged at the end of this meeting

29. NEW ETHICAL FRAMEWORK – Amendment to Model Code of Conduct and Repeal of Surcharge

Noted that "The model code of conduct Orders which came into force on 27th November 2001 (SIs 2001/3575, 3576, 3577 and 3578) disapplied surcharge to authorities from the time a new code was adopted or applied. The enclosed Order repeals surcharge altogether. However, in accordance with

Section 16(1) of the Interpretation Act 1978, the repeal will not prevent the conclusion of any surcharge action already initiated, nor will it prevent an auditor initiating surcharge if the activity occurred before the adoption or application of a code of conduct by the authority. (copies of two Orders were enclosed)

30. CUMBRIA FOOT AND MOUTH DISEASE INQUIRY REPORT to be published on 6th September 2002

Mrs S Aglionby had attended the Special Conference and picked up two copies of the Report. Mr M Carigiet borrowed one. Mrs Aglionby found the Conference extremely interesting, concerns expressed about the Health and Social Aspect, the fear was that Government was not going to take any notice at all of the Report. The Report was very positive about the Rural Action Zone. It was considered that the Reports from the other areas of the country affected by FMD would be very similar to the Cumbrian one.

31. NORTH WEST REGIONAL ASSEMBLY Councillor E Firth stated that it was believed the Government was looking at one referendum before the next General election; a North East assembly would represent 2M population whereas NW would represent 7M, each assembly would have 25-35 members, Carlisle would have under-representation, Cumbria might have two representatives on a NW assembly; Government recommendation is that the unitary authority which would come into being under the regional assembly should have a population of 200-250,000. Carlisle City Council believed Cumbria should be split into three unitary authorities, i.e Carlisle/Eden; Allerdale/Copeland and Barrow/South Lakes. Carlisle/Eden/South Lakes added up to 500,000 population

32. CUMBRIA ASSOCIATION OF LOCAL COUNCILS

1. September County Circular - copy circulated to members

2. Conference & Training Programme Autumn 2002 circulated to all councillors. Clerk had requested councillors who wished to attend to put their names forward. Three councillors would be attending the Highways meeting on 21st September at Irthing Centre Brampton.

33. WATER SUPPLIES FOR CARLISLE Noted letter from United Utilities states....."A detailed environmental assessment and report on the proposed increased abstraction from the River Eden at Cumwhinton has now been completed. This report has been submitted to the Environment Agency and English Nature in support of the forthcoming application to the Environment Agency for an increase in the River Eden abstraction licence – We plan to submit the application for the licence change at the end of September....."

34. CARLISLE ENVIRONMENTAL FORUM "Talking Rubbish", Tuesday, 17th September, Tullie House 6.00-8.30p.m. Mrs Aglionby volunteered but she was very busy, so it was decided no-one could attend

35. FINANCE

1. Resolved to authorise payment of the accounts listed on the attached schedule

2. HSBC Balances

Noted as at 28th July 2002 c/a £165.65 No-Notice a/c £31,761.31

" " 28th August 2002 c/a £165.66 (NB 01p interest added)
No-Notice £31,761.31

3. Concurrent Services Grant from Carlisle City Council £5030.00 Noted this paid by BACS into No Notice a/c by 21st July 2002

4. Clerk to inform Crosby Parish Hall and Houghton Village Hall that grants of £5000 each had been allocated for this financial year

5. Precept 2003/04 As the notification of this has to be with Carlisle City Council by 10th December 2002 it would be beneficial if councillors could begin to consider items to be funded in the next financial year and bring suggestions to the October meeting in order that the precept can be set up for approval at the November council meeting

36. COUNCIL MEETINGS – Noted Houghton Village Hall has been booked by confirmatory letter to Mr R Little, Booking Secretary of the hall for the second Wednesday of each month from October 2002 through to March 2003 - 9th October, 13th November, 11th December 2002, 8th January, 12th February, 12th March 2003

37. DATE OF NEXT MEETING - Wednesday, 9th October 2002 at Houghton Village Hall

38. CORRESPONDENCE received since issue of this agenda

1. PLANNING

Appeal Ref: APP/E0915/A/021086086 – Windyke, 10 Houghton Road, Carlisle

Appeal Dismissed dated 4th September 2002-09

2. Carlisle & Eden Local Strategic Partnership (LSP) – (Letter from Cathy Connolly dated 3/09/02)

1. Second issue of the Carlisle & Eden LSP Newsletter enclosed
2. Communication Protocol – Comments required on this document by 20th September

3. COMMISSION FOR RACIAL EQUALITY - Letter from Deputy Chair of the Commission enclosed the following documents:

1. Ethnic Monitoring – A guide for public authorities
2. Performance Guidelines Leaflet – summarises the outcomes public authorities should be working towards, and the arrangements they should have in place to meet the duty to promote race equality etc etc

NB – A Framework for Inspectorates can be bought from the Stationery Office - £5.

4. ROUGH TRACK behind old post office Houghton Letter from Mr F Spibey requesting the council to include in the budget for 2003/04 the cost of resurfacing approx 100yds this track. Clerk to obtain estimates

5. INTERIM HOUSING POLICY STATEMENT Acknowledgement from Chris Hardman of the council's comments "which will be reported to the Council's Executive in due course. I shall take your suggestions into account when preparing my report"

6. CUMBRIAN PLAYING FIELDS ASSOCIATION Noted

1. Annual Report 2001-2002 received
2. Information re Technical Advisory Service

7. RURAL SERVICES STANDARD 2002 Noted copy letter from Alun Michael circulated at the meeting. Clerk had requested two copies of the Report from the Countryside Agency

8. SECTION 17 OF THE CRIME & DISORDER ACT 1998 Photocopies of articles in the magazine Councils Direct were circulated at the meeting – Resolved to discuss the implications of the Act at the October meeting

9. LOCAL DEMOCRACY WEEK Clive Moth, Secretary, Carlisle Parish Councils' Association had asked the clerk to ascertain if the council would be prepared to have a profile done by Cumberland News (David Oakwell) – i.e. What's involved in being a parish councillor and what do we do - David Oakwell would attend meeting and talk to councillors.

Councillors did not wish to participate in a profile

10. CARLISLE PARISH COUNCILS' ASSOCIATION – next meeting 7th October 2002 at Linstock W I Hall

DOCUMENTS FOR INFORMATION

Cumbria County Council NEWS Summer 2002

Eden Rivers Trust Newsletter No.7 July 2002

Carlisle City Council – Insulation Grants – information obtainable from the Clerk – also noticeboard

Carlisle City Council Agendas for the following committees

Community Overview & Scrutiny	18.07.02
Infrastructure Overview & Scrutiny (Special)	24.07.02
Licensing & Regulatory Panel	24.07.02
Executive	29.07.02
Corporate Resources Overview & Scrutiny	01.08.02
Infrastructure Overview & Scrutiny	08.08.02
Executive	12.08.02

Overview & Scrutiny Management	15.08.02
Community Overview & Scrutiny (Special)	20.08.02
Licensing & Regulatory Panel	21.08.02
Development Control	23.08.02
Community Overview & Scrutiny	29.08.02
Executive	02.09.02
Corporate Resources Overview & Scrutiny	05.09.02

Countywide plus Who's Who at Voluntary Action Cumbria

Carlisle City Council – Agenda for Council meeting – 10.09.02

“ Infrastructure Overview & Scrutiny – 12 September 2002

SCHEDULE OF PAYMENTS TO BE AUTHORISED at the Council meeting to be held on 11th September 2002


	£
1. Charles Thurnam & Sons (Meterclick) £35.02 + VAT 6.13 =	41.15
2. Payment of Churchyard Grants	
St John's Church, Crosby-on-Eden	500.00
St John's Church, Houghton	500.00
3. Clerk's salary plus arrears for increased hours (April to September 2002)	952.45
4. S&W Rickerby (Greens Maintenance) £2,240 + VAT £392.00=	2,632.00
5. Crosby Parish Hall (meetings) April, May, June, July and September 2002 (£10 x 5)	50.00
TOTAL PAYMENTS	4,675.60

SIGNED M K Scott

CHAIRMAN M A Briggs

COUNCILLOR

Signed this 9th day of October 2002


VICE-CHAIRMAN

STANWIX RURAL PARISH COUNCIL

SCHEDULE OF PAYMENTS TO BE AUTHORISED at the Council meeting to be held on 11th September 2002

	£
1. Charles Thurnam & Sons (Meterclick) £35.02 + VAT 6.13 =	41.15
2. Payment of Churchyard Grants	
St John's Church, Crosby-on-Eden	500.00
St John's Church, Houghton	500.00
3. Clerk's salary plus arrears for increased hours (April to September 2002)	952.45
4. S&W Rickerby (Greens Maintenance) £2,240 + VAT £392.00=	2,632.00
5. Crosby Parish Hall (meetings) April, May, June, July and September 202 (£10 x 5)	<u>50.00</u>
TOTAL PAYMENTS	4,675.60

SIGNED



CHAIRMAN



COUNCILLOR

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the council meeting held on 9th October 2002 at Houghton Village Hall
Houghton

PRESENT

		Mr C F Nicholson (in the chair)		
Dr M A Briggs	Mr M Carigiet	Mr M Clarke	Mr R J Crozier	Mr P Gascoigne
Mr A J Gosling	Mrs L Kieley	Mrs J Knowles	Mrs M Lamb	Mr A D Lightfoot
Mr R J Nicholls	Mr W M Wannop			

County Councillor Mr J Mallinson and District Councillor Mrs M Bowman

1. **APOLOGIES** were received from Mrs S Aglionby (B) and Mr M K Scott (B) and District Councillor Mr E Firth
2. **THE MINUTES Resolved** to authorise the Chairman to sign the Minutes of the meeting held on 11th September 2002 (previously circulated) as a true record
3. **DECLARATIONS OF INTEREST** Mr W M Wannop declared a personal but non prejudicial interest relating to Item 5b) Nos 5 & 6 Planning Application Nos.02/1025 & 1026 on the agenda for this meeting
4. **PUBLIC PARTICIPATION** Mr Wynne of Crosby Moor Cottage was in attendance, he queried the objections raised by the council with reference to Planning Application No.02/0868 Erection of 1no. detached dwelling (outline), L/Adj Crosby Moor Cottage, Crosby-on-Eden. NAMELY:
 1. The proposal is contrary to both Local and National Planning Policy
 2. Stanegate (Roman Road) runs through the land owned by the applicant adjacent to the site of this proposal
 3. Drainage – absence of mains drainage could cause problems for new soakaways in fields which are often water-logged
 4. Vehicular access to and from the site with the busy A689 is not desirable
 5. If permission was granted this would possibly set a precedent for further development in Crosby Moor
 It was resolved to investigate and write to Mr Wynne who wished the letter to be read out publicly at the next meeting.

5. PLANNING**a) Reports**

1. 02/0668 - **Crosby Moor Filling Station, Crosby-on-Eden** Erection of illuminated double sided free standing advertisement display unit **REFUSED PERMISSION**
2. 02/0822 – **17 Millcroft, Whiteclosegate** Single storey extension to provide conservatory, utility and enlarged kitchen with 1no. bedroom and bathroom above existing garage **GRANTED PERMISSION**
3. 02/0845 - **Crosby-on-Eden Primary School, Carlisle** Extension to provide new hall with associated store and lunch delivery area **GRANTED PERMISSION**
4. 02/0846 - **Crosby-on-Eden Primary School, Carlisle** Extension to provide new hall with associated store and lunch delivery area (LBC) **GRANTED PERMISSION**
5. 02/0866 - **5 Hendersons Croft, Crosby-on-Eden** Rear extension to provide additional lounge **GRANTED PERMISSION**

b) Applications

1. 02/0076 - **L/A Greenfield Farm, Houghton.** Conversion of disused stables to form one detached 2no. bedroomed dwelling (outline) **FURTHER AMENDED PLANS** The same Objections to the original applications had been sent to the Planning Authority
2. 02/0963 - **Houghton CE Infant School, Jackson Road, Houghton** Siting of wooden storage shed **NO OBJECTIONS**
3. 02/0985 - **Rickerby House, Rickerby** Alterations to existing rear portico to form balcony (LBC) **NO OBJECTIONS**
4. 02/0983 - **34 Houghton Road, Houghton** Erection of garden shed Applicant: Mr M Campbell **NO OBJECTIONS**

5. 02/1025 - **The Croft, Linstock** Incorporation of adjacent barn to provide lobby, bathroom and utility with dressingroom, bathroom and box room above Applicant: Mr P Cole **NO OBJECTIONS**
6. 02/1026 - **The Croft, Linstock** Incorporation of adjacent barn to provide lobby, bathroom and utility with dressingroom, bathroom and box room above (LBC) Applicant: Mr P Cole **NO OBJECTIONS**

c) Appeals

Ref>APP/E0915/A/02/1089550_Batt House Farm, Newby East, Carlisle – Noted this **DISMISSED**

6. CO-OPTION OF MRS G KNOWLES Noted letter from City Solicitor enclosing copies of Declaration of Acceptance of Office, Undertaking to Observe the Parish Council's Code of Conduct and Notification by Member of Local Authority of Financial and Other Interests for retention in the council's Green File

7. RICKERBY HALL DEVELOPMENT –Noted *email from Ian Story in reply to clerk's letter stated "proposals had been agreed with Cumbria CC and Alan Taylor Planning and are based on proven highway engineering standards to provide a safe junction area for all potential users. We are however seeking to limit any effect our proposals have upon the village where possible. I shall update you further and issue a formal response to your letter when we have a firm set of proposals for your consideration"* Mr M Carigiet informed the council that he had met Mr I Story, and that council knew there had been comments from some of the residents about moving the telephone kiosk and post boxes. There was a query on ownership of the road fronting this development and although Storys were keen, and it was in their interests to tidy up the forecourt to the school and to the village, if people are going to object to it, what should we do? Mr W M Wannop said the entrance looked attractive, the visibility was the same as it ever was. The question remained who owned the land in front of the school, nobody seemed to own it but Storys wished to tarmac it and finish it properly. Resolved no further action to be taken by the council

8. CARLISLE PARISH COUNCILS' ASSOCIATION Mr C F Nicholson and the Clerk attended the meeting held 7th October at Linstock. Mr Nicholson reported as follows:

a. **Speaker** Mr Bedi Operations Director, Carlisle Airport was unable to attend, Kate Braithwaite from Voluntary Action Cumbria gave a short talk instead and informed the meeting that Carlisle's economy had bounded back after FMD, farm prices were escalating. Lots of people from the rural community were in difficult financial circumstances, emotional fallout was everywhere. If North West Regional Assembly came into being the county would be lucky to have two representatives, there would be big changes in partnerships with the City Council and she believed there would not be a Cumbria County Council and therefore the role of parish councils would become critical. Parish councils would face big obstacles and in view of Retrospection (putting money up front before being reimbursed) a Community Asset Investment Trust (financial institutions would back this and were forthcoming) was to be set up, hopefully in April 2003. Do the work, pay for it, submit your claim and repay the loan. Charge rates would be below base. A meeting had been arranged with a view to establishing the Trust

b. **Community Support Officer** Carlisle City Council had agreed to a full time appointment to replace Pat Jefferson

c. **Low Cost Housing** – Allocations i.e. Rural Housing to be for local people – this had been discussed at national level.

d. **Planning** – there were to be more restrictions on building in rural areas, stricter control over infill sites

e. **Officers elected:** Chairman: Jocelyn Holland, Vice-Chairman, David Rutherford; Secretary/Treasurer: Clive Moth

f. **Capital/Village Hall Grants** Closing date 13th December 2002.

g. **Next meeting** – 28th November at Newtown Village Hall at 7.30p.m. 25th Anniversary of the Association

Agenda items required – clerk to be informed if councillors had any requests

9. BUS SHELTER REQUEST HOUGHTON ROAD To note letter from Capitadbs stated "... Funding has been allocated to provide a bus shelter plus an extension to the hard standing on Houghton Road (approx opposite Tribune Drive entrance). Mr R Lewis, Capitadbs, had informed the clerk that costs for extra tarmac and installation would be met by Cumbria County Council. Resolved to order through Capitadbs the Metro-05 bus shelter in green provided Mrs S Aglionby agreed to this. Funds of £3400 allocated. Council took note when deciding the type of shelter with reference to Crime and Disorder.

10. FLOODING AT LINSTOCK Noted copy letter attached to these Minutes. Mrs Lamb was not content with this. Mr Wannop reported BT had done the work but he was not convinced this would solve the problem. Mrs Lamb and Mr Wannop had attended a site meeting and had been informed that Allan Builders had 18 months to put everything right – Mrs Lamb would like the give-way markings installed at Chestnut Grove. Resolved to write to Capitadbs to ask for the give-way markings to be installed within a time limit. Councillor J Mallinson to meet Mrs Lamb after there had been heavy rain to inspect the flooding problem on the corner of the lonning.

11. FREEDOM OF INFORMATION ACT 2000 – Publication of Schemes Noted letter from Information Commissioner: “.....As a public authority you are therefore subject to the Act. Section 19 of the Act requires every public authority to adopt and maintain a publication scheme which has been approved by the Information Commissioner”

Scheme had to be submitted by 31st December 2002 Guy Richardson will be producing an article in the October County Circular. **email from CALC – ...**“evidently the Information Commissioner is now sending out a hard copy of the Model Scheme and this will enable you to make much more sense of the letter and guidance you have received from the Information Commissioner! Agenda item for the next meeting

12. RURAL SERVICES STANDARD Noted two copies of first progress report 2001/02 received. Mr C F Nicholson had read the document.

13. CARLISLE ENVIRONMENTAL ACTION Noted Minutes of the Special General Meeting held 3.09.02 received Mr M Clarke had attended this meeting and given a report at the last meeting.

14. HIGHWAYS MATTERS

a) Mr R Nicholls gave an extremely succinct report of his attendance at the meeting held on 24 September at Crosby. Mr J Smith had talked about information, using overhead slides, and where the responsibilities lay. Copies of the slides had been given to the Clerk. David Sheard confirmed that any problems should ultimately be passed to him as he had overall responsibility, the Highways Hotline should be first point of contact, Clerks should be given a reference number, he wished to know what were considered key issues and wondered if a twice yearly meeting with representatives of the parishes would be a good idea. There followed a question and answer session. All councillors had received a copy of Mr R Nicholls report. Mrs G Knowles asked about the 30mph sign which was erected on Houghton Road and then removed – Mr Nicholson informed the meeting this had been done because it was illegal, presumably because it was counted as a “repeater”. This had been discussed at a previous meeting and the consensus of opinion was that it would have been better to keep the 40mph and not reduced to 30mph on Houghton Road. Councillor J Mallinson confirmed there could be a small 30mph. Question asked if there should be a 30mph sign from Tarraby Lane onto Houghton Road. Councillor Mrs M Bowman reported she and Mr E Firth had met Mr D Sheard who had confirmed the Police presence on Houghton Road which would continue to November, Mr Sheard had mentioned the Better Ways to School Traffic Calming in Houghton hoped to be in place by the end of the financial year, the junction with A689 and St John’s Bridge he was still considering. Mrs Bowman had also mentioned the turnoff at Rosedene where there had been an accident involving a concrete wagon which had gone round the corner too fast – Mr Sheard confirmed this would be investigated and Mrs Bowman would be kept up-to-date. Mr Wannop raised the question of footpaths which he considered were in a parlous state since FMD, Wetheral Parish Council paid East Cumbria Countryside Project an annual sum, and wondered if this council could do the same? Resolved the Clerk contact East Cumbria Countryside Project.

b) Noted acknowledgement of clerk’s letter ref “Townhead Sign”, “Warning sign The Knells Farm” and “Cleaning road signs within the parish”, stated “.....the matters are being investigated and I will contact you as soon as the investigating officer from Capitadbs comes back to me with his report”. Clerk had been informed by telephone that all three of our requests had been granted, the work had been ordered and should be done within six to eight weeks

15. CARLISLE AREA TRANSPORT REVIEW – Noted letter from Public Transport Officer, Cumbria County Council, “.....looking for minor improvements to services, say by retiming or making better connects – seeking feedback from local users, parish councils and other interested parties, seeking better integration of services.....” Comments required by 9th October. Clerk reported she had attended the Evergreens’ meeting and had been asked to request

the Houghton to Carlisle 0922 bus should be timed to depart from Houghton at 0900. Another request was for "lower step" buses introduced onto this route to facilitate ease of access etc for elderly people and young mothers with pushchairs. Mrs G Knowles requested better time keeping. These requests had been passed to the Transport Officer.

16. CUMBRIA POLICE AUTHORITY CARLISLE AREA COMMUNITY LIAISON FORUM Meeting at Longtown Memorial Hall Community Centre, Wed 2nd October 2002 at 7.30p.m. Noted report from clerk on her attendance at this meeting copy circulated to members present

17. NEW STANDING ORDERS AND CHAIRMANSHIP Noted after taking advice from computer trainer clerk was advised to ask for these to be sent by e-mail, cost £13. These have now been received but are copyright and can be provided to individual elected members of this council but cannot be copied, lent, re-sold, hired out or otherwise circulated in any form without the prior consent of NALC. Copies would be sent out with the next agenda.

18. SECT 17 of the Crime & Disorder Act 1998 – Noted that the council had to bear this in mind when considering new amenities, i.e. bus shelters, play areas etc

19. LOCAL TRANSPORT PLAN 2001/02 Annual Progress Report 2 July 2002 Summary Noted this received
The full Annual Progress Report can be inspected on the County Council Internet website at www.cumbria.gov.uk or at any of the public libraries located throughout the County

20. FINANCE

1. Resolved to authorise payment of the accounts listed on the attached schedule
2. HSBC Balances Noted as at 28th September 2002 c/a £165.16 No notice business a/c £27,143.20 includes £56.89 interest
3. Noted acknowledgements of churchyard grants of £500 from
 - a) Crosby-on-Eden Parochial Church Council
 - b) St John's Church, Houghton
4. Precept & Council Tax 2003/04 Noted letter from Carlisle City Treasurer – Precept notice had to be sent to Treasurer by **5th December 2002** therefore precept has to be set at the November meeting
Items to be considered
 - a) New Noticeboards
 - b) Rough Track – Houghton Village Green from Co-op Square to main Green (Capital Grants?)
 - c) Seats Brunstock Land (Capital grants?)
 - d) Bus Shelter, Houghton Road (Capitadbs Min No.9)
 - e) Proposal for a Youth Shelter at Houghton – Question - where would you site this? Mr M Scott put this forward. Suggestion to be sited at Tribune Drive but there were many houses surrounding the Area in question. If there was a need and wish to provide this, the village green would be an ideal site. How would it be monitored with regard to Crime & Disorder? Councillor Mallinson suggested councillors should visit sites where Youth Shelters had been installed. Suggestion made regarding computer access – One had been installed in Houghton Village Hall but had been returned because it was not used.
 - f) Suggested Play Area, Linstock – see letter from Mrs JE Bowyer copy circulated. Mrs M Lamb pointed out the associated problems i.e. insurance, indemnity, liabilities plus disability access etc. Dr M A Briggs confirmed that these were very expensive to install and maintain. Mrs Lamb considered the surplus fund should be kept towards future fetes. Councillor Mallinson informed the meeting that a play area costing £50,000 (funded by the developer) was being installed near where he resided. Resolved clerk write to Mrs Bowyer giving reasons why the council could not support this. The council had no objections to bulbs being planted.
5. New Draft Financial Regulations (NALC) document to be circulated with the next agenda

21. DATE OF NEXT MEETING – Wednesday, 13th November 2002 at Houghton Village Hall, Houghton

22. CORRESPONDENCE received since issue of this agenda

1. PLANNING - Notices of Deferment re Nos (a) & (b)

(a) 02/0868 – L/A Crosby Moor Cottage, Crosby-on-Eden Erection of 1no. detached dwelling (outline)
Site Meeting, 13th November 2002 at 10.30a.m

2. 02/0393 – L/A Field No.0117 Tarraby Farm, Tarraby Erection of a single dwelling
Site Meeting, 13th November 2002 at 10.10a.m.

3. 02/0456 - Cavalaire, The Knells, Houghton. Extensions and alterations to provide garage, guest bedrooms and conservatory GRANTED PERMISSION

2. FINANCE

(a) Houghton Village Hall – a/c from Ian Gibson Associates Decoration of hall
£2,335.00 + VAT £408.62 = **£2,743.62**

Resolved this account be paid in addition to those listed on the schedule below

(b) Precept. The following estimates have been received which are to be considered when setting this at the November meeting

a) **S & W Rickerby - Grass Cutting 2003** £6,250.00 plus VAT for the season
Brunstock £130.00 plus VAT per cut

b) **Noticeboards** Telfords verbal £250 each includes erection and "Stanwix Rural Parish Council" painted on the top

c) **Linstock W I Hall** Old shillies have to be removed and new relaid, approx. cost £2300 awaiting another estimate
Review grant from council ? £1000, or £500
May be able to apply for further grant through City Council Village Hall Schemes
And Neighbourhood Forum

d) **Church Hall Grants – Review?**

e) **Village Hall Grants x 2 Crosby & Houghton**

(c) Capital Grant Forms received at meeting on 7th October 2002

3. ACTIVITIES DIRECTORY – these have been sent to village halls and community groups

This is a list which was given out at the Carlisle Parish Councils' Association meeting listing tutors available for Classes held in halls

4. LETTER FROM TOWN CLERK, CARLISLE CITY COUNCIL

Parish Council Vacancy Acknowledgement from P Stybelski re co-option of Mrs G Knowles

Parish Review ".....Council's recommendations still with Office of Dep. Prime Minister for consideration. When David Mitchell was last in touch with the Office in early September, they were hoping to expedite the matter to ensure that any changes to City ward boundaries arising from the review (which have had to be referred to the Electoral Commission) can be brought in at the same time as alterations to parish boundaries. It is of course open to the Deputy Prime Minister to approve all, some or none of the Council's proposals."

5. F Spibey, Treasurer, Houghton Village Hall Agreed with balance held by the council, namely £8253.23 and he thanked the council for including his request to tarmac the track behind old Co-op Stores at Houghton

6. CALC October County Circular – copy circulated at the meeting

7. CALC AGM – Saturday, 9th November at The Auctioneer, Rosehill Carlisle at 1030a.m.
Speaker – Mr M Baxter, Chief Constable, subject: Community Policing

8. **"GETTING INVOLVED" CAMPAIGN** Clerk to order the requisite number for sending out with the next agenda as only 8 of each had been received

9. **CUMBRIA CRIMESTOPPERS** – New initiative asking for donation of £200 (less if that exceeds your budget)
Referred to next meeting

Docs for information

Carlisle City Council	Agenda – Community Overview & Scrutiny Cttee	10.10.02
" "	" Licensing & Regulatory Panel	16.10.02

23. ANY OTHER URGENT BUSINESS

1. **Mr R Crozier raised the following concerns regarding Crosby-on-Eden**

a) **Hedge at Crosby-on-Eden Parish Hall** Mr Wannop confirmed it was the responsibility of the Hall Committee to have this trimmed and Mr Nicholson should be approached

b) **Speeding Traffic travelling East to West** morning peak hours. (There was a rat run from Heads Nook and Castle Carrock through Crosby) Resolved to request

i) installation of red tarmac strip on the road approaching from the West and also double white lines along the road through the village.

ii) **30mph sign at Primrose Bank (too close to the entrance to the development)** ask again for this to be moved further west

2. **Cycleway – Rickerby** Mr M Carigiet reported the hedge and verges required cutting. Mr Wannop had understood that as this had been installed under the Hadrian's Wall Initiative he considered it was not the landowners responsibility to maintain the hedges etc and that it would be taken over by the County Council. Mr Carigiet reported the verges had been strimmed, but he was also concerned that as the hedge was so high cyclists and pedestrians were unaware of the cycleway, the sign was obliterated by this.

3. **Overgrown Hedge – corner of South Croft and Orchard Lane Houghton** Mr A Lightfoot had received two complaints about this which was a hazard to pedestrians.

4. **Overgrown Grass Verge fronting Fircroft, Houghton** reported by Mr P Gascoigne

5. **Overgrown Grass Verge Brunstock junction with B6264** reported by Dr M A Briggs

Clerk to report Nos 1-5 to the relevant authorities

6. **PARISH PLAN MEETING** Date to be arranged

7. **PRECEPT MEETING** Resolved Mr Wannop, at the request of Mr M K Scott who was away on business, would attend the meeting (date to be arranged) to discuss the proposed precept with Mr C F Nicholson and the clerk.

Documents for information

Carlisle City Council - Agendas

Licensing & Regulatory Panel	18.09.02
Overview & Scrutiny Management	26.09.02
Overview & Scrutiny Management	26.09.02
Executive	30.09.02
Development Control	04.10.02

Help to shape the future – Become a school governor – advertising leaflet

STANWIX RURAL PARISH COUNCIL

Schedule of payments to be authorised at the council meeting to be held on 9th October 2002

		£
1. S & W Rickerby Greens maintenance £1,220 + VAT £213.50 =		1,433.50
2. Carlisle Window Systems Ltd (Houghton VH) 2x Hall windows £469.79 + VAT £82.21 =		552.00
3. K J Steele (Scrape out pond at Brunstock & make footpath	790.00	
VAT	<u>138.25</u>	928.25
4. Chas Thurnam & Sons Ltd	Inject Toner	29.69
	Copier Paper	11.45
	VAT	<u>7.20</u>
		48.34
5. Clerk's Salary	573.14	
Expenses – Post £18.07, Travelling £72.75, Tel Calls £39.53, Line rental £25.50, Room Rent £150	<u>305.85</u>	878.99
6. Inland Revenue Tax £209.16 & NI £117.76 =		<u>326.92</u>
TOTAL PAYMENTS		4,168.00

SIGNED C F Nicholson

CHAIRMAN M A Briggs

COUNCILLOR

Resolved to pay the under-mentioned account in addition to the above

7. Houghton Village Hall Ian Gibson Associates £2,335.00 + VAT £408.62 =		<u>2,743.62</u>
GRAND TOTAL		6,911.62

Signed this 13th day of November
2002



STANWIX RURAL PARISH COUNCIL

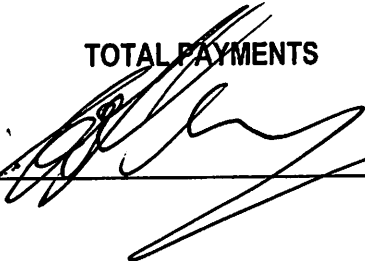
Schedule of payments to be authorised at the council meeting to be held on 9th October 2002

		£
1. S & W Rickerby Greens maintenance	£1,220 + VAT £213.50 =	1,433.50
2. Carlisle Window Systems Ltd (Houghton VH) 2x Hall windows	£469.79 + VAT £82.21 =	552.00
3. K J Steele (Scrape out pond at Brunstock & make footpath	790.00	
	VAT <u>138.25</u>	928.25
4. Chas Thurnam & Sons Ltd	Inject Toner 29.69	
	Copier Paper 11.45	
	VAT <u>7.20</u>	48.34
5. Clerk's Salary	573.14	
Expenses – Post £18.07, Travelling £72.75, Tel Calls £39.53,		
Line rental £25.50, Room Rent £150	<u>305.85</u>	878.99
6. Inland Revenue Tax £209.16 & NI £117.76 =		<u>326.92</u>

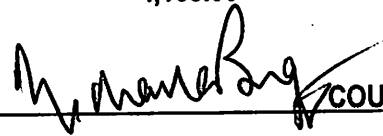
TOTAL PAYMENTS

4,168.00

SIGNED



VICE-
CHAIRMAN



COUNCILLOR

HOUGHTON VILLAGE HALL

Jan Gibson ASSOCIATES

£2,335.00 + VAT £408.62 = £2,743.62

4 168 00

GRAND TOTAL £6,911.62

Signed

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the council meeting held on 13th November 2002 at Houghton Village Hall, Houghton

PRESENT

Mrs S Aglionby
Mr R Crozier
Mrs G Knowles

Mr C F Nicholson (in the chair)

Dr M A Briggs
Mr P Gascoigne
Mr R J Nicholls

Mr M Carigiet
Mrs L Kielty
Mr W M Wannop

Mr M Clarke
Mr A D Lightfoot

1. **APOLOGIES** were received from Mr A J Gosling (B), Mrs M Lamb (B), Mr M K Scott (B) and District Councillors Mr E Firth and Mrs M Bowman
2. **THE MINUTES** Resolved to authorise the Chairman to sign the Minutes of the meeting held on 9th October 2002 previously circulated as a true record
3. **DECLARATIONS OF INTERESTS** No member present declared any personal or prejudicial interests relating to any item on the agenda at this stage
4. **PUBLIC PARTICIPATION** There were no questions, deputations or petitions relating to the business of the council (Four electors were present, one had just come to see what went on)
5. **PLANNING**
 - a) **02/0868** Erection of 1no. detached dwelling (outline); L/Adj Crosby Moor Cottage, Crosby-on-Eden
The Chairman read the letter sent to Mr Wynne in respect of questions raised by him regarding the council's objections to this planning application in accordance with the undertaking given at the 9th October 2002 meeting for this letter to be read out in public at this meeting, copy of which letter is attached to these Minutes
 - b) **Reports**
 - 02/0983** – 34 Houghton Road, Houghton Erection of garden shed **GRANTED PERMISSION**
 - 02/1025** – The Croft, Linstock Incorporation of adjacent barn to provide lobby, bathroom and utility with dressingroom, bathroom and box room above **GRANTED PERMISSION**
 - 02/1026** – The Croft Linstock Incorporation of adjacent barn to provide lobby, bathroom and utility with dressingroom, bathroom and box room above (LBC) **GRANTED PERMISSION**
 - 02/0008 TEL** L/A Cumbria Police North Traffic Unit Houghton Road Houghton
Erection of 15m high monopole supporting 1 no. microwave dish. **APPROVED**
 - c) **Applications**
 - 02/1082** - Belmont Cottage, The Row, Low Crosby Applicant:Mr I Thurlbeck Extn to provide additional living area **NO OBJECTIONS** it was in keeping with the surrounding area. Mr Wannop and Mr Crozier had investigated.
 - 02/1084** – Moss Cottage, Houghton Erection of general purpose shed for agricultural purposes (Retrospective) Applicant:Messrs Splinter **NO OBJECTIONS**
Mr P Gascoigne had inspected and reported no problems
Councillors confirmed the action taken in respect of 02/1082 and 02/1084 consultation having been carried out with relevant councillors
 - 02/1140** – Lodge Cottage, Houghton Extension to provide lounge, kitchen and bathroom with bedroom and store in roof space together with detached garage Applicant: Mr J Tweedie
 - 02/1141** - Lodge Cottage, Houghton Extn as above (LBC) referred to later in the meeting
6. **NEW STANDING ORDERS** – Resolved clerk should amend as necessary the Standing Orders which were adopted in 1998 in accordance with the NALC document issued recently, these to be sent out with the agenda for the next meeting

7. WETHERAL & STANWIX NEIGHBOURHOOD FORUM Thursday, 7th November at Cumwhitton Village Hall. Mrs L Kielty and the clerk had attended and reported as follows:

- a) **Carlisle Council for Voluntary Service** Lynne Sneap had given a brief outline of the work of the Service, anyone could search the Fundraiser file at the office and they would give advice on all aspects of voluntary work, the "boxes" which should contain medication details were available for people who lived alone to place in their fridges in the event of an emergency so the emergency services would be aware if the person was unable to inform the helpers.
- b) **Traffic & Highways**, Jim Smith, Area Engineer, Cumbria County Council, apologized profusely that parish councils were not receiving the service that had been envisaged, parish councils to be supplied with an e-mail address so that complaints etc could be sent in. Mr Smith introduced his technical assistant, Miss E Chua, who would be on hand to assist and improve communication with parish councils.
- c) **Grant applications** were dealt with on a fair basis, Houghton PFA being granted moneys towards extra cups and saucers for fundraising events together with money towards a light for the new storage shed to be built in Houghton School grounds.
- d) **Future Meetings** Councillor John Robinson reported that in future it was envisaged that all Forum meetings would be open to the public. The next meeting would be held on 8th January 2003 venue to be decided. The Chairman thanked Mrs Kielty and the clerk for attending the meeting

8. NORTH CUMBRIA CANCER ADVISORY PANEL Wednesday, 4th December Castle Inn, Bassenthwaite No-one available to attend. Public notice posted on Houghton Noticeboard

9. MEAT & TWO Veg Low Crosby Noted receipt of Notice of Application for New Justices' Licence together with copy of the layout plan of the premises for hearing at the Transfer Sessions in Carlisle on 6th November 2002.

10. FREEDOM OF INFORMATION ACT 2000 Publication Scheme Guidance, Model Scheme together with Explanatory Notes had been circulated to all councillors. Resolved to form sub-committee consisting of Mr M K Scott, Mr C F Nicholson, Mrs L Kielty to draw up draft Scheme for approval at the December meeting. – **Scheme has to be submitted to the Information Commissioner by 31st December 2002**

11. CUMBRIA GREEN BOX RECYCLING Resolved Mr M Clarke would attend Special Joint Meeting of Carlisle Environment Forum & Eden Local Agenda 21 on **Tuesday, 19th November at Tullie House**

12. HOUGHTON VILLAGE GREEN (extra boulders) After consideration it was resolved not to grant permission to a resident for her to purchase extra boulders to discourage vehicles from driving over the Green but to ask if she would like to make a contribution towards the cost of the boulders as the members considered it would set a precedent.

13. CUMBRIA ASSOCIATION OF LOCAL COUNCILS

1. AGM Saturday, 9th November 2002 at The Auctioneer, Rosehill. Clerk had attended and reported as follows:-

- a) **Community Policing** Chief Constable, Mr Michael Baxter informed the meeting that COPS teams were being set up over the whole of Cumbria. It was hoped that the Northern Team would soon be up and running like the one in the south of the county which was proving to be very successful. Inspector Brian Hall would be in charge in the north. Cumbria had 78 more officers than two years ago.
- b) **Police Budget** – Mr Baxter believed that Cumbria Constabulary would have a cut of about £2M if the Government's plan to "swing money into the urban areas" came about as Cumbria was one of twelve forces which would be affected.
- c) **Targets** – the Police Authority fully supported him on these, i.e. reduce crime, preservation of life, preservation of property, focus on young people to prevent crime (there were 35,000 young people in the county). He suggested the Community Policeman should be invited to council meeting to discuss siting of speed cameras in the rural area.

- d) **E-mail address** Mr Baxter hoped that one would be available in the near future
- e) **CALC AGM** Lord Inglewood was re-elected President together with officers as in the previous year, there being no other nominations and no-one had stood down.
- f) **New Training Partnerships** – County Training Plan being drawn up, £12,000 grant available to develop training for councillors and clerks. Guy Richardson gave brief outline of what was required of clerks to attain Quality Parish Status.
- g) **Partnerships with Principal Authorities** – New Charters to be prepared, County Committee was in discussion with the Authorities.

2. NOVEMBER COUNTY CIRCULAR This had been circulated to all councillors, the Chairman pointed out the following items of interest: Access across common land; Highways; Powers & Constitutions' Booklet - £6.00 Resolved clerk to purchase a copy.

3. CALC Website and electronic parish noticeboard (Confidential to be retained with records)

Noted that the council username and password were confidential – copy letter circulated to all councillors

4. "GETTING INVOLVED" CAMPAIGN – Relevant leaflets had been circulated to all councillors

14. EAST CUMBRIA COMMUNITY HEALTH COUNCIL Improving the Health of the Local Population

Mrs S Aglionby considered the council should invite Peter Canham, the CHC's Chief Officer. Resolved to ask him to 8th January 2003 meeting to explain the changes that were currently taking place to help users and carers have more say in how local health services are planned and run.

15. FINANCE

- a). **Resolved to authorise** payment of the accounts listed on the attached schedule amounting to **£1,020.32** proposed by Mr W M Wannop and seconded by Dr. M A Briggs
- b) **HSBC balances** Noted as at 28th October 2002 c/a £165.65 No Notice Business a/c £20,233.20
- c) **Annual Audit** Noted receipt of Certified Annual Return with no issues arising. Clerk to display Notices of Conclusion of Audit and Right to Inspect the Annual Return. Resolved to charge £1 if electors wished to have a copy of the Certified Annual Return. Thanks recorded to Mr J Brunton and the clerk.
- d) **New Financial Regulations (NALC)** Resolved the sub-committee look at these at the same time as it looked at the new Standing Orders, all councillors having received a copy
- e) **Cumbria Crimestoppers** Resolved to make donation of £50 on a proposal from Dr M A Briggs as he considered this was a valuable organisation
- f) **Childline North West 10th Birthday** (copy letter previously circulated to all councillors) Resolved to make a donation of £50
- g) **PRECEPT 2003/2004** Clerk explained the following three pages of the proposed Precept which had been circulated. **1. Income and Village Hall balances; 2. Payments 09.10.02; 3. Proposed Precept**
- i) **Linstock Light** Two lamp standards had been installed on the far Green Clerk had found out from Carlisle City Council Lighting Engineer that it was cost effective to install two, the parish council would only have to pay for one for which a grant of £1200 from Cumbria County Council had been received.
- ii) **Greens Maintenance** After considerable discussion it was resolved that Mr C F Nicholson and Mr W M Wannop would interview Mr Stefan Nicholson as Mr Wannop wished to see the machinery and subject to a satisfactory outcome the precept would be based on Mr S Nicholson's tender. The Council had to obtain Best Value but not necessarily the lowest estimate. Precept had to be sent to Carlisle City Council by 5 December. Mr Wannop informed the council the residents of Park Broom would like to see the common cut about twice a year, if the cheaper estimate was accepted.
- iii) **Administration, Grants to Village Halls and Churches, Clerk's Salary** The members accepted these as set out

iv) **Houghton Village Green – Extension to disabled pathway and track from Co-op Square**
Clerk explained the estimates received from Ken Hope Ltd and Tolson Ltd for tarmac laying on Houghton Village Green (set out on the schedule) and it was agreed that Tolson's estimate would be the best with 50mm top coat

v) **Footpaths** Resolved to invite representative from East Cumbria Countryside Project to a council meeting to discuss maintenance with possible payment to the Project of £500
Resolved to set Precept as set out in Column D i.e. £31,800 on the attached sheet No.3 subject to satisfactory outcome of interview with Mr Stefan Nicholson of Longtown
Last year's Precept of £22,550 worked out at £18.28 per year for a Band D property – see schedule attached to the Minutes

16. COUNTRYSIDE AGENCY PUBLICATIONS

1. Vital Villages Update 2; Get your Community Moving; and Local Heritage Initiative Poster. Noted these received Parish Plan sub-committee meeting to be arranged consisting of Malcolm Scott, Alan, Gosling, Gill Knowles, Alan Lightfoot, Michael Clarke, Linda Kiely when Mr Scott returned

17. **DATE OF NEXT MEETING Wednesday, 11th December 2002 at Houghton Village Hall** Clerk informed the council that Community PC Andy Brown hoped to attend this meeting.

(Mobile Police van attends Houghton on 4th Monday in the month)

18. CORRESPONDENCE received since issue of this agenda

a) **Planning Interim Housing Policy Statement received.** Carlisle City Council was tightening up on development in rural areas Clerk had copy if anyone wished to study it.

b) **Freedom of Information Act – hard copy of Publication Scheme received**

c) **Voluntary Action Cumbria** Letter from Cathie Fleming, Carlisle Rural Community Officer informing the council that she will be temporarily covering the Rural Community Officer post in Carlisle.

Village Halls, Rural transport & services, Constitutions & Charity formation;

The Countryside Agency Vital Villages Programme; Voluntary activities and community work

d) **Cumbria County Council Getting Around – bus timetable received**

e) **Carlisle Parish Councils' Association** Noted Agenda for 28th November meeting at Newtown Village Hall received. This was a joint meeting with Carlisle City Council. 25th Anniversary Invitations to Chairman and Clerk to attend. Items on the agenda included a) City Council support for parish councils and b)

Footpaths

f) **Clerks & Councils Direct News**

g) **Parish Precepts** Letter from City Treasurer enclosing schedule indicating the approximate tax base within the parish for Council Tax 2003/04 Parish Precepts

h) **WETHERAL & STANWIX NEIGHBOURHOOD FORUM – Project Completion Report** for clerk to complete in respect of Crosby Parish Hall Refurbishment of Gents' Toilets and new tables

19. ANY OTHER URGENT PARISH BUSINESS

a) **A689 Dangerous overtaking reported by Mr J Knox** Clerk reported she had spoken to PC Andy Brown who had informed her that he was asking his Traffic Inspector to attend on A689 with regard to Mr Jimmy Knox's complaint re overtaking at staggered junction St John's Bridge and Scaleby Road. PC Brown confirmed he had received many complaints regarding the A689. He was also to investigate 40mph on B6264 from Linstock Roundabout to City boundary together with "countdown markers" on approach to City boundary. Phil Gascoigne reported an incident which occurred when a member of his family was turning into Scaleby Road - a car had ended up in the junction with her. Resolved to request Cumbria County Council to have double white lines installed at this junction.

b) **Dropped Kerbs** Mr P Gascoigne reported there were no dropped kerbs on the pavements adjacent to the roadway to St John's Church Houghton.

c) **Flooding at entrance to Houghton Village Hall Car Park** Mr C F Nicholson reported the drain at the entrance to village hall car park became level with the road surface, water did not run into it properly. Clerk to speak to Mr Gary Clubbs who had previously investigated this and inform him that the problem was not solved.

d) **Street Light near 43 Jackson Road** Clerk to report this was unlit

e) **Road Signs for M6 coming from Crosby-on-Eden** Mrs S Aglionby considered these signs were very confusing, i.e. Brunstock Lorry Park and M6. Many motorists travelled straight onto B6264 instead of turning right at the Linstock Roundabout for M6 and then had to turn back. Clerk to contact Cumbria County Council to ask if less ambiguous signing could be installed.

19. Planning Applications Nos. 02/1140 and 02/1141(LBC) Lodge Cottage, Houghton Decision was NO OBJECTIONS, on a vote being taken with eight councillors for and one against this decision

Documents for information

Carlisle City Council	Minutes from 11.09.02 to 04.11.02	
Carlisle City Council	Agenda	
	Executive (Special)	17.10.02
	Community Overview & Scrutiny (Special)	18.10.02
	Infrastructure Overview & Scrutiny	23.10.02
	Corporate Resources Overview & Scrutiny Cttee	24.10.02
	Council (Special)	28.10.02
	Executive	28.10.02
	Council	04.11.02
	Overview & Scrutiny Management Committee	07.11.02
	Corporate Resources Overview & Scrutiny	12.11.02
	Licensing & Regulatory Panel	13.11.02
	Development Control	15.11.02

Carlisle City Council Corporate Plan 2002-2005 – Five copies received

Shell Better Britain Campaign – Newsletter Issue 29 Autumn 2002

Stanwix Rural Parish Council

Schedule of payments authorised at the council meeting to be held on 13th November 2002

	£
1. Charles Thurnam & Sons Ltd – Meterclick £17.04 + VAT £2.98 =	20.02
2. Houghton Village Hall	
Andy Best Electrical work £256.00 + VAT £44.80=	300.80
3. Clerk's salary	<u>699.50</u>

TOTAL £1,020.32

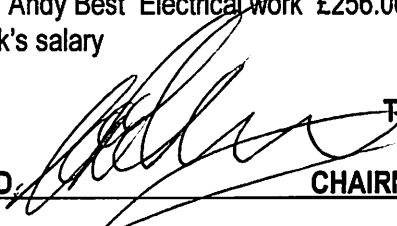
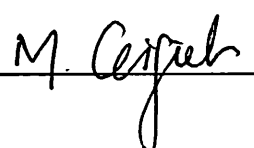
SIGNED C F Nicholson VICE-CHAIRMAN M Carigiet COUNCILLOR

Signed this 11th day of December 2002
[Handwritten Signature]
Vice-Chairman

Stanwix Rural Parish Council

Schedule of payments to be authorised at the council meeting to be held on 13th November 2002

	£
1. Charles Thurnam & Sons Ltd – Meterclick £17.04 + VAT £2.98 =	20.02
2. Houghton Village Hall Andy Best Electrical work £256.00 + VAT £44.80=	300.80
3. Clerk's salary	<u>699.50</u>
	<u>£1,020.32</u>

SIGNED  **CHAIRMAN**  **COUNCILLOR**

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the council meeting held on 11th December 2002 at Houghton Village Hall Houghton

PRESENT

Mr C F Nicholson (in the chair)

Dr M A Briggs

Mr M Clarke

Mr R Crozier

Mr A J Gosling

Mrs L Kielty

Mrs M Lamb

Mr A Lightfoot

Mr W M Wannop

District Councillor Mr E Firth

Recording of meeting – it was agreed that clerk could record all meetings

1. **APOLOGIES** were received from Mesdames S Aglionby (B) and G Knowles(S) and Messrs M Carigiet, P Gascoigne(F), R J Nicholls(B) and M K Scott(B), County Councillor Mr J Mallinson and District Councillor Mrs M Bowman

2. **THE MINUTES** It was resolved to authorise the Chairman to sign the Minutes of the meeting held on 13th November 2002, previously circulated, as a true record

3. **DECLARATIONS OF INTERESTS** Members were invited to declare any personal or prejudicial interests relating to any item on the agenda at this stage – there were none

4. PUBLIC PARTICIPATION

Planning Application No.02/1281 – L/adj Crosby Moor Cottage, Crosby-on-Eden; Carlisle CA6 4QX

Mr W Allan attended the meeting to speak on his own behalf and that of Mr & Mrs J D Salkeld and Mr K Hampson (residents of Crosby Moor) to put forward objections to this application. Mr Allan put forward many salient points which the council resolved to consider when the application was discussed

5. **COMMUNITY POLICING** PC A Brown attended and gave an update to the council on various matters relating to police matters within the parish area – including the following:

a) Traffic Matters Low Crosby

Excessive speeding PC Brown was to ask his Traffic Management Officer to visit the village – there was a need to monitor. Mr R Crozier pointed out that vehicles travelled at excessive speed coming into the village from the east and suggested that the traffic data unit for monitoring speed should be put across both carriageways.

Parked Cars outside Crosby School These caused restricted vision coming from The Row. Many of the vehicles belonged to workers employed at Laughinstock which was temporary until the restaurant was completed; there were many people employed at the school. PC Brown to look into this and suggest those working at the school should be asked to park further up the B6264 towards High Crosby. It was also reported that many vehicles double parked during leaving and collecting children from school

b) A689 Scaleby/Houghton staggered junction PC Brown could see no legal reason why double white lines could not be painted on the road junction and ask the council to write to PC Hindson, Traffic Management Officer requesting this. He also informed the council that a study had been done and the report would be forthcoming shortly.

c) Repeater 20 and 30mph signs Houghton Road PC Brown pointed out that the lamp posts were the "signing" – a Government White Paper on Road Safety was recommending that these repeater signs should be allowed

d) Dog Watch was a new scheme (similar to Neighbourhood Watch) which had been introduced by Carlisle City Council and if anyone was interested in setting up a scheme they should contact Julie Parton at Carlisle City Council. Councillor E Firth reported Brampton had formed a Dog Watch and a person had been reported with the appropriate fine being levied

e) Bollard entrance to Low Crosby from the west Mrs M Lamb considered this bollard should be illuminated P C Brown would investigate

f) Vagrant in Tarraby Mr A Gosling confirmed this person had not been seen recently

PC Brown was thanked for his attendance and would attend a future council meeting in two to three months

6. PLANNING

1) Reports

- a) 02/0076 – Conversion of disused stables to form one detached 2no. bedroomed dwelling
L/A Greenfield Farm, Houghton, Carlisle **GRANTED PERMISSION**
- b) 02/0393 – Erection of a single dwelling. L/A Field No.0117 Tarraby Farm, Tarraby, Carlisle
REFUSED PERMISSION (NB report thanks from Mr Bill Allan) 10.0 unanimous
- c) 02/0868 – Erection of 1no. detached dwelling (outline) L/Adj Crosby Moor Cottage, Crosby-on-Eden
REFUSED PERMISSION

2) Applications

- a) 02/1192 - Erection of bungalow (Reserved Matters)
L/adj, Parkside, The Knells, Houghton Applicant: R & Km Batey **NO OBJECTIONS**
- b) **Tree Works** proposed Works to a tree within a conservation area.
Location: Rear Garden at Thorn Farm; Proposal: To remove the two lowest branches
Projecting over the roof Resolved to confirm action taken in that there were no objections to this Proposal. A councillor having inspected the site.
- c) 02/1281 - L/Adj Crosby Moor Cottage, Crosby-on-Eden, Carlisle, CA6 4QX (referred to under Min. No.4 above) Applicant: Mr G Wynne (received since issue of agenda) Resolved to support the residents of Crosby Moor in their objections to this application on the following grounds:
 - i) The proposal is contrary to both Local (Policies H6 and E8) and National Planning Policy
 - ii) Drainage – the absence of mains drainage could cause problems for new soakaways in fields which are often waterlogged
 - iii) Increased vehicular access to and from the site with the busy A689 is not desirable
 - iv) If permission was granted this would possibly set a precedent for further development in Crosby Moor
- d) 02/1287 - High Knells Cottage, High Knells, Houghton, CA6 4JW (Reserved Matters)
Demolition of existing outbuildings and kitchen/utility room extension and erection of two storey extension to provide conservatory and kitchen with en-suite bedroom above: together with the erection of detached double garage Applicant: Mr & Mrs Davis **NO OBJECTIONS**
- d) PEG/14 TREE A Proposed works to 10 trees within a conservation area
Location: Paddock adjacent to "Woodside", Rickerby
Proposal: Fell 10 no. Conifer trees
Resolved that no objections should be made and that the council supported this application and to suggest that retrospective permission should be given for the conifers already removed and that some hardwood trees should be planted Proposed by Mr W Wannop, seconded by Dr M A Briggs

7. **NEW STANDING ORDERS** Resolved to adopt the model as laid down (copy previously circulated to all councillors)

8. **FREEDOM OF INFORMATION ACT 2000 Publication Scheme** Resolved to adopt the Core Scheme as set out on the paper previously circulated to all councillors together with draft Public Notice which has to be displayed after acceptance by the Commissioner of the Council's Scheme

9. **CUMBRIA GREEN BOX RECYCLING** Report received from Mr M Clarke of his attendance at the Special Joint Meeting of Carlisle Environment Forum & Local Agenda 21 held on 19th November 2002. Councillor Mr E Firth reported Carlisle City Council was a victim of its own success, the recycling plant could not accommodate any more and that the city had the best record for being the most successful in the whole district.

10. CUMBRIA ASSOCIATION OF LOCAL COUNCILS

- 1. Email – Cyber Clinic to be held at Redhills on Monday, 16th December 2002

- 2. Training Questionnaire to be completed by Clerk to be used to bid for £12,000 grant to support the establishment of a permanent "training infrastructure" in Cumbria. Clerk did not wish to prepare a portfolio

11. CARLISLE PARISH COUNCILS' ASSOCIATION

- a) Clerk reported on Vice-Chairman's and her attendance at the joint meeting with Carlisle City Council held on 28th November 2002 at Newtown Village Hall which was also the 25th Anniversary of the formation of the Association
 - i. Carlisle Health Group had been re-organized and therefore the Association would have a representative
 - ii. Rural Community Support Officer – Clare Rankin from Harrogate had been appointed in place of Pat Jefferson
 - iii. Leisure Services – Sands Centre had been formed into a Trust. City Council would be looking at forming a trust in respect of Tullie House
 - iv. Housing Transfer was now completed and the Housing Association a not for profit organisation would be spending £50M on a development programme over the next few years
 - v. A Comprehensive Performance Assessment would be carried out at Carlisle City Council – this was a new inspection regime similar to Ofsted. The Inspectors would be keen to hear from parish councils
 - vi. The two joint meetings to be held in 2003 would be hosted by the City Council
- b) Rural Highway Responsibilities – copy paper for information had been circulated to all councillors
Mrs Lamb would like an inspection carried out in Linstock – paving stone at the post box had never been installed, potholes required repair

12. EAST CUMBRIA COMMUNITY HEALTH COUNCIL Improving the Health of the Local Population Noted that Mr Peter Canham, Chief Officer would give a presentation at the 8th January meeting of the council

13. BETTER WAYS TO SCHOOL Noted letter from Capitadbs (Mr R Lewis) ".....I have met the County Council who have authorized me to proceed with the scheme on Houghton Road whilst the legal process is ongoing. There is a small possibility that there may be an objection and the works will be abortive but this is a risk that the County Council is willing to take. If we were to wait until the legal process is complete there is a high risk that the funds will be lost and the work never undertaken. It is hoped the work will commence in January." Clerk reported she had been contacted by Cumbria County Council legal department with reference to application by the County Council to the Secretary of State for permission to take part of Houghton Village Green into the scheme – awaiting Notice of this.

14. DOG FOULING To consider means of reducing this menace in Houghton and Crosby-on-Eden

- i. **Brunstock – footpath under M6** Dr Briggs reported this was a "minefield with horse and dog faeces" He also reported a car had been damaged in Brunstock by a horse ridden by a young person who could not control it. Mrs Lamb confirmed that "horse droppings were illegal on the highway".
- ii. **Green Lane, Crosby-on-Eden** Mr Crozier confirmed that dog faeces were a big problem on the lane

Resolved clerk to contact dog watch

15. LIGHTING Resolved to request Carlisle City Council to install new lights at the following locations:

- 1. Crosby-on-Eden – Green Lane
- 2. Houghton – Road to St John's Church, Houghton Clerk to fax copy to Councillor E Firth

16. HOUGHTON VILLAGE HALL – excess water problem at entrance to car park Mr C F Nicholson reported Houghton Hall caretaker considered that perhaps the field drains had been disturbed during the building of the Housing Association Development at the top of Orchard Lane; further enquiries being made. Mr Nicholson made the suggestion that when the Better Ways to School scheme was being carried out perhaps another grating could be installed to prevent the water running onto Houghton Road. He also suggested that perhaps some trees could be planted or the village pond reinstated on the green to the right of the track entrance but Mr Wannop did not believe this was a good idea.

17. CUMBERLAND NEWS COUNTRYSIDE AWARDS in partnership with Northwest Development Agency

Noted entry forms received

18. NORTHWEST DEVELOPMENT AGENCY A Tourism Vision for englandsnorthwest Consultation Document circulated to all councillors. Councillor E Firth informed the council that Carlisle City would like support to provide a tourist icon for Carlisle, the area was rich in Roman history, i.e. Hadrian's Wall, Monuments, Arthuret/Longtown Market Towns Initiative – King Arthur, Carlisle to Settle Railway, It was decided Mr A Gosling would prepare comments on behalf of the council to be forwarded to the Northwest Development Agency in support of putting Carlisle on the tourist map

19. PROPOSED SALE OF LAND - CORNER OF TRIBUNE DRIVE/HOUGHTON ROAD Resolved to confirm action taken to object to this sale after receiving objections from residents within the vicinity

20. PARISH COUNCILS' CODE OF CONDUCT Noted letter from Carlisle City Solicitor (copy circulated to all councillors for their records)

21. CUMBERLAND NEWS ARTICLE by Mr Clive Moth – Resolved to write a strong letter of complaint to the Chairman of Cumbria Association of Local Councils as the council considered this was totally unprofessional

22. NALC – Noted "Powers and Constitutions of community, parish and town councils" received from CALC which would be circulated to all councillors, Mrs G Knowles was perusing it

23. TALKBACK, LOOK FORWARD The Standards Board for England Roadshow North West Roadshow on Thursday, 16th January 2003 between 5.30p.m.-8.45p.m. at The Banqueting Suite & Mayor's Parlour, Lancaster. City Council, Town Hall, Lancaster – closing date 9th January. No councillors were available to attend

24. FINANCE

a) Resolved to authorise payment of the accounts listed on the attached schedule amounting to **£592.70**

i) **Audit Commission Account** received since issue of agenda in the sum of £250.00 + VAT £43.75 = £293.75
These were the fees which were set down referred to next meeting

ii) **Chas Thurnam & Sons Ltd** – Clerk had purchased two bottles of toner for photocopier – resolved to pay this account amounting to £27.76 + Vat £4.86 = £32.62

b) **HSBC Balances** Noted that as at 28th November 2002 c/a£143.35; No Notice Business a/c £19,133.20

c) **HSBC** Noted letter regarding Treasurer a/c – in the past 10 cheque withdrawals were free of charge but any additional withdrawals cost 60p each, however as from 1st January 2003 all cheque withdrawals will be free of charge

d) **Internal Audit to 30th September 2002** Noted this had been carried out satisfactorily and certificate received from Mr J Brunton

e) **Annual Audit** Resolved to make a payment of £90 (£30x3hours) to Internal Auditor, Mr J Brunton

f) **New Financial Regulations Resolved to adopt these** All councillors had received a copy

g) **Donations to Crimestoppers and Childline** Noted acknowledgements with thanks from these organisations

h) **Precept** Noted this served on Carlisle City Council in the sum of £31,800 :

i) **Greens Maintenance** Resolved to accept Mr S Nicholson's estimate for a three year contract in the sum of Six thousand six hundred and sixty pounds with the proviso that if he did not meet the requirements laid down by the council he would make good to the satisfaction of the council without further payment. Resolved also to request Mr S Nicholson to maintain Park Broom Common at a cost of thirty pounds per cut, to be cut up to four times per year

Proposed by Mr A Lighfoot, seconded by Mr A Gosling

j) **Tarmac of lane from Co-op Square to Houghton Village Green and extension to disabled footway to Houghton Village Hall** Resolved to accept Tolson Ltd estimate as follows:

a) **Area 1 Road** To supply and lay 50mm thick base course and 30mm thick wearing course to an area of 105 metre sq for the sum of Two thousand four hundred and fifty pounds plus VAT

b) **Area 2 Footway** To supply and lay 50mm thick base course and 30mm thick wearing course to an area of 70metre squ for the sum of One thousand nine hundred and seventy pounds plus VAT

Proposed by Dr M A Briggs, seconded by Mr M Clarke

k) Clerk's mileage for parish business Mrs L Kielty had prepared a report in which she considered that the clerk should be paid 40p per mile recording a more realistic mileage than she has done in the past

25. LINSTOCK GREEN TRACK – Resolved to ask Mr W M Wannop to order and arrange for spreading quarry waste to infill potholes which were extremely deep

26. DRAINAGE – Orchard Site, Linstock Clerk informed the meeting that Mr W M Wannop had met with Mr J Allan Mr Wannop to report to next meeting

27. DATE OF NEXT MEETING Wednesday, 8th January 2003 at Houghton Village Hall - (Mr Peter Canham to attend see Agenda Item No.11)

28. CORRESPONDENCE received since issue of this agenda

1. Carlisle Funding Fair – 29th January 2003 at Cumbria Park Hotel

2. CALC –

- County Circular – December 02/January 03
- Cumbria Training Partnership – Questionnaire
- Election News Sheet

29. ANY OTHER URGENT PARISH BUSINESS

Mr M Clarke had reported to Mr C F Nicholson that he had seen a gritting lorry coming out of Tarraby Lane onto the B6264 when there had been cold spell of weather about 10.00p.m.

DOCUMENTS FOR INFORMATION

Carlisle City Council Agendas for:

Community Overview & Scrutiny Cttee	21.11.02
Executive	25.11.02
Corporate Resources Overview & Scrutiny Cttee	28.11.02
Community Overview & Scrutiny (Special)	03.12.02
City Council (Special)	03.12.02
Infrastructure Overview and Scrutiny	05.12.02

Cumbria County Council News Winter 2002

Hadrian's Wall News, December 2002 plus "Walking around Hadrian's Wall leaflets

Carlisle City Council	Infrastructure, Overview & Scrutiny Cttee	13.12.02
	Licensing & Regulatory	11.12.02
	Overview & Scrutiny Management	17.12.02

Countywide Winter 2002/03 Issue No.41

Christmas Card from Countryside Agency – reminder re Vital Villages Grants

STANWIX RURAL PARISH COUNCIL

Schedule of payments to be authorised at the council meeting to be held on 11th December 2002

Clerk's salary £592.70

SIGNED C F Nicholson VICE-CHAIRMAN M A Briggs COUNCILLOR

Signed this 8th day of JANUARY 2003

Chairman

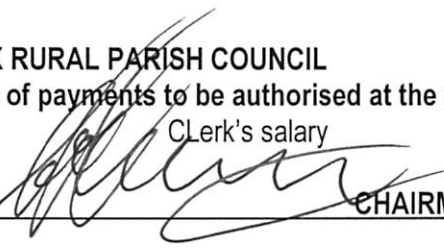
STANWIX RURAL PARISH COUNCIL

Schedule of payments to be authorised at the council meeting to be held on 11th December 2002

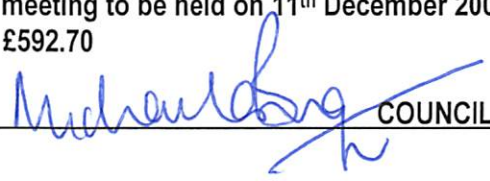
Clerk's salary

£592.70

SIGNED



CHAIRMAN



COUNCILLOR

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the parish council meeting held on **WEDNESDAY, 8th January 2003** at Houghton Village Hall, Houghton

PRESENT

		Mr M K Scott (in the chair)		
Mrs S Aglionby	Dr M A Briggs	Mr M Carigiet	Mr M Clarke	Mrs L Kiely
Mrs G Knowles	Mr A D Lightfoot	Mr R J Nicholls	Mr C F Nicholson	
Mr W M Wannop				
Councillor Mrs M Bowman				

1. **APOLOGIES** were received from Messrs R J Crozier(B), P Gascoigne(F), A J Gosling(S), Mrs M Lamb(S), Councillor Mr E Firth
2. **THE MINUTES** Resolved to authorise the Chairman to sign the Minutes of the meeting held on 11th December 2002 previously circulated as a true record, proposed by Mr W M Wannop, seconded by Mr A Lightfoot
3. **SPEAKER Mr Peter Canham, Chief Officer of East Cumbria Community Health Council gave a presentation on Improving the Health of the Local Population – Patient and Public Involvement in Health in North Cumbria**

Mr Canham had been involved for the last 20 years, it was a statutory body existing to act as a link with the public and the Health Authority. This council would be replaced in September by four new structures. The Council came into being about 30 years ago and the Health Service had outgrown it. It had a lot of different functions one of which was to protect the interests of patients. New organisations were being set up, namely,

1. North Cumbria Independent Complaints Advisory Service – (leaflets handed to the clerk).
2. NHS Direct – advice on changing GPs etc
3. PALS – to sort out minor issues in hospitals. Cumbria County Council – when there were major changes in the Health Service the Community Health Council had to be consulted and Mr Canham talked to local community groups, parish councils, etc gathering views of the local population, this responsibility for scrutinising major changes has now passed to Cumbria County Council.

The Health Council had done major surveys trying to influence local health services, improving doctors' surgeries, setting up pharmacies locally.

4. Patient Forums in every Trust throughout the country – consist of patients and local representatives would have responsibility to get involved locally and try to influence local health service delivery so it is more in keeping with the wishes of the local community. It was not known how these Forums would work, Government had been mulling this over for about two years and this was the reason why the Community Health Council abolition had been put back until 1st September 2003 but he was of the opinion that now was the time to gather names of people who would be interested in sitting on a Forum (clerk handed forms) and these would be passed to the relevant people. Mr Canham answered several questions put to him; he considered Health Service could be part of a parish plan consultation. The Chairman thanked Mr Canham for his attendance and his interesting talk.

4. **DECLARATIONS OF INTEREST** None of the Members present had any personal or prejudicial interests to declare relating to any item on the agenda at this stage
5. **PUBLIC PARTICIPATION** There were no questions, deputations or questions relating to the business of the meeting.

6. PLANNING**a) Reports**

1. 02/0963 : **Houghton CE Infant School, Jackson Road, Houghton. Siting of wooden storage shed**
GRANTED PERMISSION

2. 02/1082 : **Belmont Cottage, The Row, Low Crosby** Extn to provide additional living area
Notice of deferment from Carlisle City Council Members resolved to give authority to the Head of Planning Services to issue approval for the proposal subject to the completion of the consultation period without any new planning objections being received

3. 02/1084 : **Moss Cottage, Houghton.** Erection of general purpose shed for agricultural purposes
(Retrospective)

Notice of Deferment: Members resolved to defer consideration of the proposal in order to enable Members to visit the site and to await a further report on the application at a future meeting of the Committee

SITE MEETING ARRANGED FOR 29th January 2003 at 10.00a.m. Mrs S Aglionby and Mr P Gascoigne to attend
Clerk had spoken to Mr J Hamer (Case Officer) Carlisle City Council and he had told her that the "Agricultural Building" looked more like a workshop, there was a lot of rubbish in yard and he considered that a condition should be imposed.

4. 02/1192 : **L/adj Parkside The Knells Houghton** Erection of bungalow (Reserved Matters)

Notice of deferment from Carlisle City Council Members resolved to give authority to the Head of Planning services to issue approval for the reserved matters (in relation to the design and layout of the bungalow and the boundary treatment) subject to no objections being received with regard to the amended layout plan (prior to the expiry of the publicity period), and, satisfactory clarification on the neighbours' alleged right of way

b) Applications

1. 02/1266 : **24 Hendersons Croft, Crosby-on-Eden** Erection of two storey extension to side elevation

Applicant: Mr R Gibson NO OBJECTIONS

2. 02/1301 : **L/A Houghton Hall, Houghton** Erection of detached dwelling with integral garage (outline)

Applicant: Mr & Mrs Mason NO OBJECTIONS

Action in respect of the above two applications, relevant consultation having taken place with councillors, was confirmed

c) Appeal

APPE0915/A/02/1095724 – Plot adjacent to St John's Church Hall Houghton DISMISSED Copy of the letter from the Inspector circulated to all members present Mr Carigiet considered that the Inspector had not taken any notice of the surrounding area – planning permission had been given for the parish hall but this was before the new policies came into being

7. CARLISLE PARISH COUNCILS' ASSOCIATION

a) Noted Minutes of meeting held on 28th November 2002 received

b) Next meeting will be held on 4th February 2003, at Orton Village Hall

8. HIGHWAY MATTERS Dirty roads – Noted Cumbria Constabulary were going to "get tough over mucky roads" and they should be informed on Tel:01768 891 999. Mr M K Scott reported he had been informed some years ago that if the "dirt" came off beasts it did not have to be cleaned up and this was the reason why beasts followed tractors!

9. COMMUNITY LAW CENTRE Noted Annual Report 2002 to 2003 received together with request to sign a petition in support of advice services to maintain specialist free legal services for the people of Cumbria. Resolved to support the petition

10. DRAINAGE The Orchard Site Linstock – Mr Wannop had spoken to Jimmy Allan (did not know which son was responsible) he had agreed with the Cumbria County Council that water was coming from point X and the council would lay a drain across the road to connect up. Nothing had been done, just hopeless trying to get things done. Clerk had spoken to Gary Clubbs on 7th January and had been told he was waiting to hear from BT. Water was still collecting at the corner of the Green opposite Stile Farm. Mr Wannop had hoped that the road would be re-surfaced. Clerk to contact Mr Clubbs again.

11. LINSTOCK GREEN TRACK – Noted quarry waste had been ordered, awaiting dry spell for Mr K Steele to lay it
12. NORTHWEST DEVELOPMENT AGENCY A tourism Vision for englandsnorthwest Noted Mr A Gosling had prepared a document which had been forwarded to the Agency – clerk to send copy to Councillor E Firth

13. CUMBRIA POLICE AUTHORITY – Carlisle Area Community Liaison Forum Mrs M Lamb and the clerk to attend the next meeting to be held on Monday, 20th January 2003 at 7.30p.m. at The Cumbria Suite, Cumbria Park Hotel, Scotland Road, Carlisle

14. BETTER WAYS TO SCHOOL Noted letter from Mr T Coates, Highways Technician, Capitadbs requesting the following information:

1. Prior to 1965 what (if any) records does the Parish Council have regarding the use of The Green at Houghton, ie. Was it described as an ancient green or was it an area of grass set aside as houses were built around it?
2. Does the Parish Council still have a copy of the consent which allowed the construction of the Village Hall car park on the Green? No consent was obtained as it was already a gravelled "park" and it was resurfaced for Health and Safety reasons

Clerk to send Bye-laws made in 1928 to Capitadbs. Clerk to research the Annual Parish meeting Minutes.

15. HOUGHTON VILLAGE GREEN – Excess water draining down track to Houghton Road Resolved to consult drainage expert to sort the problem out. Mr C F Nicholson and Mr W M Wannop gave some background information. There had never been flooding like this before. Resolved clerk consult Capitadbs in the first instance, and follow up from the advice given

16. BUS SHELTER, HOUGHTON Noted that Mr C F Nicholson and the clerk had inspected the type of shelter ordered (one has been installed at The Enterprise, Belah) and it would appear to be suitable. The shelter would have to be installed the opposite way round to the one at Belah. Mrs S Aglionby to inspect and let the clerk have her opinion.

17. FINANCE

- a) Resolved to authorise the payments listed on the attached schedule amounting to **£1,290.72**
- b) Noted Bank Statements received after issue of agenda, balances as 28th December 2002 were:
c/a £170.67 Business No-notice a/c £18,458.23 noted this was mostly village hall moneys
- c) Noted £9.20 Wayleave payment received from United Utilities – banked on 31.12.02

18. DATE OF NEXT MEETING – Wednesday, 12th February 2003

19. CORRESPONDENCE RECEIVED SINCE ISSUE OF AGENDA

a) Letter from Mr A Plane, Madgwick, Crosby-on-Eden requesting road name plates (copy circulated to all councillors present) Resolved to support Mr Plane's request for a street name plaque "Green Lane". The council could not support naming of portions of the A689. Clerk to write to Carlisle City Council enclosing copy of Mr Plane's letter and request a name plate

b) HSBC had informed the council that No-Notice Business a/c had been changed to Business Money Manager – which will earn better rate of interest

c) **LOCAL COUNCILS UPDATE** – Cost £60 per year – exclusively for Town, Parish & Community Council Clerks in England and Wales – Packed with relevant and essential data and interpretation for clerks and councillors NO COPYRIGHT restriction on copying relevant sections to inform your members **Resolved to order this at the February meeting**

d) **WETHERAL & STANWIX NEIGHBOURHOOD FORUM - Hayton Reading Room**

PUBLIC MEETING on 13th February 2003 Social Services – a presentation from an officer in Cumbria CC Social Services on Older Adult Services - Grant applications to be considered. Clerk informed the council that grant applications could be submitted to the Neighbourhood Forums under the Youth Budget to assist with Summer Playschemes in the Rural area – a letter from Carlisle City Council would be sent in the near future

e) **CALC** – Noted reply from Keith Morgan, Chair of CALC to letter in Cumberland News re Clive Moth's Article. Noted Mr C F Nicholson disagreed with the contents of this letter.

f) **REGISTER OF ELECTORS** - Noted this received. The clerk brought the following to the notice of councillors: *The use of the full register is now restricted. The relevant Regulation relating to Parish Councils says:*

"No parish councillor or person employed by or otherwise assisting a parish council and to which a copy of the register has been supplied may –

- i) supply a copy of the full register to any person*
- ii) disclose any information contained in it that is not included in the edited register, or*
- iii) make use of any such information*

otherwise than for the purpose of establishing whether any person is entitled to attend and participate in a meeting of, or take any action on behalf of, the parish"

- g) GRITTING** – The clerk had spoken to Gary Clubbs who had confirmed that he would ensure that minor roads leading onto and from the main roads would be gritted
- h) Hedge – South Croft corner with Orchard Lane** – Clerk had spoken to Gary Clubbs who was surprised to hear that the hedge had not been trimmed – he had promised he would do this himself
- i) Flooding Linstock Orchard Site** Clerk had spoken to Gary Clubbs who had told her that he was waiting to hear from BT
- j) REVIEW OF PARISH BOUNDARIES** – David Mitchell (Carlisle City Council) had told the clerk there was still no word from John Prescott's office

20. ANY OTHER URGENT PARISH BUSINESS

- a) Entrance to Village Hall Car Park** – CF Nicholson reported another pothole had reappeared which had been repaired but not very satisfactorily
- b) Electricity Supply** – Mr W M Wannop reported residents of Crosby, Park Broom and Linstock had received notice that their supply would be disrupted as work was to be done in upgrading the system because of the number of power cuts in recent times (Mr M Carigiet reported that power was not being installed Kingmoor Park)
- c) A689 Litter** – Mr M K Scott reported there was a lot of litter, mainly from Big M, - Mr Wannop reported there was also little on the Crosby portion of the A689 and the B6264 which was a health hazard – the whole cycle track was littered too. Councillor Mrs M Bowman volunteered to contact the relevant department of Carlisle City Council to request the roadside verges on the aforesaid roads should be tidied up
- d) Better Ways to School, Houghton** – It was reported that this Scheme should be completed by the end of the financial year, March 2003. Concern expressed about egress from south end of Jackson Road – people advised to leave from the north end.
- e) Houghton Road, Co-op Square corner** Mr A Lightfoot reported car and trailer parked at this location which was a hazard to drivers. Clerk requested to consult PC Andy Brown to investigate.
- f) Road fronting No.160 Houghton Road** Mr M Clarke reported this portion of Houghton Road had been repaired in the past but this had since sunk causing water to collect in front of the property, vehicles passing after heavy rain caused the water to splash onto the house which damaged the pointing and made the windows wall extremely dirty. Clerk to report to the relevant authority and request repair of the road
- g) Greens Maintenance** – Contract with Mr Stefan Nicholson. Letter to be sent to Mr S Nicholson was read out by the clerk and approved by the council

21. RESIGNATION OF MR M K SCOTT - Noted Mr M Scott informed the council that he was resigning from the council and as Chairman because of work commitments, he had written a letter of resignation. He had served twelve years as a councillor and thanked all the members for their support. Mr W M Wannop, past Chairman, thanked Mr Scott for his service and particularly in his capacity as Vice-Chairman when he was Chairman, it was very sad that he was having to give up, it had been as a result of the Fire Strike which had created a lot of extra work, particularly as the country was on a war footing the service would be further increased. The council wished Mr Scott all the very best and hoped that he would be able to serve the council in the future. Mr Scott volunteered his services if anyone required any assistance. Clerk to inform the Chief Executive of Carlisle City Council

DOCUMENTS RECEIVED FOR INFORMATION

Carlisle City Council – Agendas for the following committees

Executive	19.12.02
Development Control	20.12.02
Licensing & Regulatory Panel	08.01.03
Corporate Resources Overview & Scrutiny	09.01.03
Community Overview and Scrutiny	09.01.03

STANWIX RURAL PARISH COUNCIL

SCHEDULE OF PAYMENTS TO BE AUTHORISED at 8th January 2003 meeting of the council

	£
1. Audit Commission - Audit year ended 31 st March 2002 £250.00 + VAT £43.75 =	293.75
2. Charles Thurnam & Sons Ltd. Repair of photocopier £94.14 + VAT £16.47 =	110.61
2. Inland Revenue – Tax £187.48 + NI £105.96=	293.44
3. Clerk's salary	<u>592.92</u>
TOTAL PAYMENTS	<u>£1,290.72</u>

SIGNED M K SCOTT **CHAIRMAN** M A BRIGGS **COUNCILLOR**

Signed this 12th day of February 2003


Chairman

STANWIX RURAL PARISH COUNCIL

SCHEDULE OF PAYMENTS TO BE AUTHORISED at 8th January 2003 meeting of the council

	£
1. Audit Commission - Audit year ended 31 st March 2002 £250.00 + VAT £43.75 =	293.75
2. Charles Thurnam & Sons Ltd. Repair of photocopier £94.14 + VAT £16.47 =	110.61
2. Inland Revenue – Tax £187.48 + NI £105.96=	293.44
3. Clerk's salary	<u>592.92</u>

TOTAL PAYMENTS

£1,290.72

SIGNED



CHAIRMAN



COUNCILLOR



STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the parish council meeting held on **WEDNESDAY, 12th February 2003** at **Houghton Village Hall, Houghton**

PRESENT

Mrs S Aglionby	Mr M Carigiet	Mr R J Crozier	Mr P Gascoigne	Mr A J Gosling
Mrs L Kielty	Mrs M Lamb	Mr R J Nicholls	Mr C F Nicholson	

District Councillors Mrs M Bowman, Mr E Firth and County Councillor Mr J Mallinson

1. APOLOGIES were received from Messrs M A Briggs(B), M Clarke(B), A D Lightfoot(H), W M Wannop(H) and Mrs G Knowles(S)

Mr Nicholson confirmed the resignation of Mr M K Scott

2. ELECTION OF CHAIRMAN There being no other nominations Mr C F Nicholson was unanimously elected as Chairman proposed by Mr M Carigiet, seconded by Mrs M Lamb

3. ELECTION OF VICE-CHAIRMAN Mr C F Nicholson informed the meeting that Mr W M Wannop had volunteered to take this position pro tem until the May elections, but nominations for this post would be accepted. Mr M Carigiet proposed Mr Wannop, seconded by Mrs M Lamb and Mr A J Gosling, therefore Mr W M Wannop was unanimously elected in his absence

4. THE MINUTES Resolved to authorise the Chairman to sign the Minutes of the meeting held on 8th January 2003 previously circulated as a true record

5. DECLARATION OF INTERESTS District Councillors Mrs M Bowman and Mr E Firth declared a personal interest regarding Planning Application No.02/1281 L/Adj Crosby Moor Cottage, Crosby on Eden, Minute No. 8.1.(f) and could not take part in any discussion in relation to this matter

6. EAST CUMBRIA COUNTRYSIDE PROJECT FOOTPATH MAINTENANCE

Speaker: Mr Philip Gray gave an outline of the service which East Cumbria Countryside Project (ECCP) which was a partnership that involved Carlisle City, Eden District and Cumbria County Councils, based in Warwick Mill, Warwick Bridge, in existence for about 18 years and therefore well-established and had done work on footpaths, rights of way, woodland planting, landscaping and environmental schemes generally. ECCP had established relationships with a number of parish councils, notably Wetheral, Brampton, Alston, worked with parishes that had set up or established Rights of Way Committees. The work carried out added value to the routine maintenance that was the responsibility of the Highways Authority i.e. Cumbria County Council. ECCP did not repeat necessary maintenance, its brief was to add value, i.e. specific path in the parish which was popular with visitors, they would work with the parish council to maintain and improve it to a higher standard, and also produce a walking guide book to help visitors and local people to get more out of the walk, learning about the natural history etc., In addition to the added value work, ECCP also able to maintain well-used paths, where many complaints were received. The Project had a team of twelve people, professional officers who would negotiate with landowners, and employees with landrovers and equipment to go out and do the work, repairs, strimming and general tidying up, - a 'phone call to ECCP would get a full response - the Project had the resources. The parish council grant of £500 would be paid when the precept for 2003/04 was received from Carlisle City Council. Mr Gray confirmed that the council should list the priorities required, and in return they would provide the council with the service it required. Between us value could be added to the footpaths and make them a resource for local people. One additional thing, the Project had access to other resources, the Countryside Agency used to have a footpath fund however this appeared to be defunct, but there were other ways of funding, i.e. producing leaflets etc. Mr Gray saw it very much as a partnership, not bureaucratic. Clerk reported there were three or four problem paths - Path No.132020 runs from California Road, past cemetery - clerk had inspected it on 10 February, and reported it was in a bad state. Clerk to list footpaths with problems, i.e. Orchard Lane, Tarraby Lane to Blaylock Riggs, Houghton to Tarraby(loose horses and dogs). Mr Gray confirmed that countryside footpaths did not come within the Disability Discrimination Act - generally accepted principal was called "least restrictive access option", reached the one where most people would be able to obtain access and yet the livestock would still be under control and the farmer's and walkers' interest

were protected. There was no requirement for the council to make access available for the disabled. The Chairman thanked Mr Gray for his informed presentation. (Future plans included possible disabled circular footpath from Houghton (Orchard Lane) via Blaylock Riggs, Tarraby, Houghton)

7. PUBLIC PARTICIPATION There were no questions, deputations or questions relating to the business of the meeting

8. PLANNING The following were noted:

1. Reports - (a) - (e) have been GRANTED PERMISSION

- a) 02/1140 **Lodge Cottage, Houghton** Extn to provide lounge, kitchen and bathroom with bedroom and store in roof space together with detached garage
- b) 02/1140 **Lodge Cottage, Houghton (LBC) AS ABOVE**
- c) 02/1266 **24 Henderson's Croft, Crosby-on-Eden**
Two-storey extension to provide playroom with bedrooms above
- d) 02/1082 **Belmont Cottage, The Row, Low Crosby.** Extension to provide additional living area
- e) 02/1276 **High Knells Cottage, High Knells, Houghton.** Demolition of existing outbuildings and kitchen/utility room extension and erection of two-storey extension to provide conservatory and kitchen with en-suite bedroom above: together with the erection of detached double garage
- f) 02/1281 **L/Adj Crosby Moor Cottage, Crosby-on-Eden.** Erection of 1no detached dwelling (outline)

REFUSED PERMISSION

- g) 02/1084 **Moss Cottage, Houghton** Erection of general purpose shed for agricultural purposes (retrospective)
PERMISSION GRANTED

1. Building A shown on the approval shall be demolished and removed from the site on or before 31st July 2003

Reason: There is a strong presumption against development in rural areas and the building hereby approved is only acceptable on the basis that it is a replacement for the building to be removed

2. The premises shall be used for an agricultural store and for no other purpose including any other purpose in Class B8 of the Schedule to the Town and County Planning (Use Classes) Order 1987, or in any provision equivalent to that Class in any Statutory Instrument revoking and re-enacting that Order

Reason: To preclude the possibility of the use of the premises for purposes inappropriate in the locality
Mrs S Aglionby commented that if the work outlined above was carried out it would tidy the area considerably

2. Applications

- a) 03/0001 **TELL/LA opposite Village Store/Post Office, The Green Houghton. Resiting of telephone kiosk**
Applicant: BT Payphones

Comment – The parish council had no objections in principle to the re-siting of the telephone kiosk as it was in line with the Houghton Better Ways to School Scheme work to be done before the end of this financial year by Cumbria County Council, but would prefer:

- 1. The kiosk to be resited in the position marked with a red square on the attached plan and not sited as shown on the plan sent with the planning application
- 2. The council had plans to enlarge the car park area shown by a dotted red line (parking bays to be marked out) to accommodate vehicles parked "end on" and not adjacent to the village green as at present, thus creating more parking spaces
- 3. Litter bin to be next to the kiosk

- 03/0001 **TEL – L/A Opposite Village Store/Post Office, The Green, Houghton. Re-siting of telephone kiosk**
APPROVED as suggested by parish council

- b) 03/0012 **L/A plots 100-105, 124-125 and 127-129 Windsor Park, Windsor Way Carlisle**
Applicant: Persimmon Homes

Comment: **NO OBJECTIONS** but it was considered quite difficult to work out the changes just from the information supplied

- c) 03/0019 **1 The Green, Houghton.** Single storey extension to side and rear elevation to provide kitchen/utility

room, WC and extended living room Applicant: Mr & Mrs Macauley

Comment: The parish council had no objections to this application but wished to see the new extension built in the same materials as/blend with the existing dwelling so as not to be obtrusive

d) 03/0024 39 Jackson Road, Houghton. Two-storey extension to provide enlarged kitchen with 1no. en-suite bedroom above Applicant: Mr S Perryman

Comment: The parish council had no objections to this application but wished to see the new extension built in the same materials as/blend with the existing dwelling so as not to be obtrusive

e) 03/0029 L/A Seefeld, Houghton, Carlisle Erection of dormer bungalow Applicant: S W A Hodgson

Comment: The parish council had no objections to this application as permission was granted sometime ago. The council understood the resident of Seefeld was in very poor health and required accommodation on one level

f) 03/0032 Linstock Castle, Linstock – Single storey conservatory to rear of farmhouse (LBC)
Applicant Mr & Mrs Wannop

Comment: NO OBJECTIONS

g) 03/0033 Linstock Castle, Linstock, Carlisle, CA6 4PZ Single storey conservatory extension to side of existing farmhouse conservatory Applicant: Mr & Mrs Wannop

Comment: NO OBJECTIONS

h) 03/0036 3 Knells Cottages, The Knells, Houghton Erection of conservatory Applicant: Mr R Nutt
NO OBJECTIONS

i) 03/0039 Keystone, Crosby-on-Eden Carlisle Conversion of existing garage to workshop with extension to front elevation and extension to side elevation to provide garage Applicant: Mr D W Sowden

Comment: NO OBJECTIONS

j) 03/0062 Home Farm, Rickerby Enlargement of existing kitchen Applicant: Mr & Mrs C F Shephard Walwyn
NO OBJECTIONS

k) 03/0096 Home Farm, Rickerby Enlargement of existing kitchen (LBC) " " "
NO OBJECTIONS

ACTION after relevant consultation on the following applications, namely 2. (a), (b), (c), (d), (e), (f), (g), and (i) was confirmed

l) 03/0117 – 23 Pennington Drive, Windsor Park Revised house type to include conservatory to rear
Applicant: Persimmon Homes **No objections**

i) 03/0105 - L/Adj The Far Boot, Townhead, Houghton Erection of dwelling (outline) Applicant: Mr P Ashworth
Comment: *Parish Councillors had expressed serious concerns regarding the visibility to approaching traffic of vehicles using the proposed egress. In this instance, however, the Parish Council was confident that Highways Officers having due regard for safety would resolve the issue in the appropriate manner*

9. BETTER WAYS TO SCHOOL HOUGHTON –

1. Noted Capita had returned the copy Byelaws.
2. Work commenced on 27th January 2003. Mr C F Nicholson reported site meetings with Capita personnel on 30th & 31st January 2003 as follows: On 30th January, report from Houghton Stores proprietor that two people had fallen over the raised kerbs. Subsequently clerk and Mr Nicholson met Rob Lewis (Capita) on 31st January and obtained agreement to railings (8ft-9ft long) being installed adjacent to the raised kerbs south of the Village Stores. A Safety audit would be carried out when work was completed. (Councillor J Mallinson arrived).
3. Parking Problems - a space had been lost because of the new footway on the edge of the Green, therefore extension of the layby/car park to be considered with parking bays marked out. Councillor Mallinson confirmed there might be about £300 to assist with improving the layby.
4. Plans – Noted the council had never received full details of scheme, they had been available at Houghton School
Noted the following items of concern:

- a) the siting of the pinch points especially the one near the Stores which appeared "very tight". It was probable that bollards might be installed in front of the Stores if vehicles continued to park and the kerbs painted white
- b) Signage i.e. "priority" and "road narrowing" to be looked at carefully – some confusion had arisen due to the temporary signage
- c) Illumination to be looked at

d) original central road marking still in place which added to the confusion

e) clerk to enquire whether Jackson Road could be made a voluntary "one-way", entry at the school end, exit at the north end – it being understood that residents would offer no objections

10. RESIGNATION of Mr M K Scott Noted acknowledgement from John Egan, City Solicitor, of clerk informing him of this. On a personal note, Mr C F Nicholson, was flattered to be nominated and elected as Chairman, he felt like a usurper, Malcolm was on the council for 12 years and it was unfortunate that he had been denied his due as Vice-Chairman, and he hoped personally that Mr Scott returned when he was able

11. CARLISLE PARISH COUNCILS' ASSOCIATION - meeting on 4th February at Rockcliffe Community Centre The Chairman reported on his and the clerk's attendance, the main items of import were as follows:-

a) **Adrian Dalton**, new Chairman of Cumbria Association of Local Councils, was present

b) **Great Orton Burial Site (FMD) to be called "Watchtree"**. 90% of the area is now a nature reserve, 55,000 trees had been planted, graves had been sown with wild flowers and there was a 7.5acre pond on the site. A huge boulder had been discovered and this had been towed to the entrance of the site and was to be used as a memorial stone inscribed with the number of animal buried on the site. A verse written by a 9 year old girl was also to be inscribed. There was to be a Econmenical Memorial Service on 7th May 2003

c) **The new Community Rural Support Officer**, Clare Rankin, was introduced

d) "The Way Forward for the Association" – together with letter (see Minute No.33(d)2 below) This draft paper circulated to councillors present (those absent would be sent a copy). Councillors asked to peruse and bring their comments to the March meeting when this council's comments would be drawn together for approval at the April meeting so clerk could forward to CALC by 11th April 2003.

e) CALC Chief Officer, Guy Richardson, was to meet with District Council Executive Officers in the near future

f) There was to be office space, i.e. One Stop Shop, in Carlisle Civic Centre with four staff spaces, John Payne, Carlisle Field Officer, Clare Rankin, plus a clerk and another

g) **Footpaths** – it looked as though East Cumbria Countryside Project was to work with Carlisle and Eden Districts on project work

h) **Summer Playschemes** – The new Play Officer was looking to develop "Drop-in" Centres for younger age group this year, 11-13 year olds as well as 13-16 year olds. Training would be available for volunteers, letter to be sent to all parish councils in the Carlisle District. Playschemes should set up a Management Committee and should contact Sally Orrell, Neighbourhood Forum Office as funding would be tight this year. It was suggested that Neighbourhood Forums would be able to help through the Youth Budget

i) **Vital Villages and Parish Plans** – Cathy Flemming from Voluntary Action Cumbria, outlined the grants available, i.e. 5% cash input from parish council, 20% volunteer contribution with 75% grant from the Countryside Agency – money was available until 2005. Village Design Statement could be included in a parish plan. Some ideas brought forward to benefit the community were: Welcome Pack for new residents; luncheon club. It was considered better to hold public meetings rather than sending out a questionnaire, but one parish had offered cash prize as an incentive for people to return the questionnaire

j) **Parish Democracy Programme** – CALC was seeking funding from District councils to assist with this as with the Quality Parish Council Scheme (which was falling behind). There appeared to be a need for an increase in staffing at Redhills, Penrith. The CALC subscription was to rise by the rate of inflation

k) **Implications of Regional Government** – County Committee had set up a working party to address the issues and would consult the membership. No guidelines had been issued by Central Government

- l) **Transport Group** – Jocelyn Holland reported the Area Advisory Committee had no teeth and there had been no mention recently of rural transport
- m) **Crime & Disorder** – Pauline Dalton had sent in a written report the gist of which was that “precious little had been discussed so far, the group was failing to achieve. There was some good work going on in the city”
- n) **Environment Forum** – next meeting, Tuesday, 11th March at Tullie House to discuss the Local Plan which would be an opportunity to identify issues. The Local Strategic Partnership was looking for projects
- o) **Health Group** this was being restructured
- p) **Cumbria County Council Local Committee** - Mr David Sheard to arrange joint meetings with parish council representatives
- q) **Capital and Village Hall Grants** – these going to City Council for ratification on 11th March 2003
- r) **Next meeting, 22nd April 2003, venue to be arranged**

12. Proposed NW Regional Assembly

Councillor E Firth reported parish councils should be receiving a letter regarding North West Regional Assembly. The City Council recognized it as inevitable and was of the opinion that it had better set out its stall now to get the best deal for Carlisle District. It had suggested in the letter to the Office of the Deputy Prime Minister that if regional government came the consequences of that were that Cumbria would either become a unitary authority in itself or would be split into however many unitary authorities. If unitary authorities do come to Cumbria, City preference was for three {Carlisle & Eden}, {Allerdale & Copeland}, {South Lakes & Barrow} whether that would meet with favour – Government had said if there is to be an elected regional assembly for the North West that would mean unitary authorities, there would be no argument it would happen. Councillor Mallinson considered there seemed to be a suggestion of an opportunity for an enhanced role for parish councils in the proposals. Councillor Firth was speaking on behalf of the Executive of the City Council and the whole of the Conservative administration. It was thought that the people of the whole of Carlisle District would be best served in the future by a unitary authority sitting on top of the present LSP (Local Strategic Partnership – Carlisle & Eden)

13. VOLUNTARY ACTION CUMBRIA – Vital Villages and Parish Plans – Dates of public meetings at Crosby, Houghton & Linstock to be arranged – to derive information from the local community about what they would like to see happening in the parish – grants available until 2005. Need to reconstitute the sub-committee (Mr E Firth departed) No dates were arranged -

14. ENVIRONMENTAL ISSUES

- a) **ENCAMS – Cleaner Greener Cumbria Project window stickers and websites** Noted copy letter circulated
- b) **CARLISLE CITY COUNCIL ENVIRONMENTAL PROTECTION SERVICES** Noted the following:
 - i) Door to Door fortnightly collection of newspapers and magazines now extended to include Rickerby & Linstock.
 - ii) Neighbourhood Recycling Centre To consider request for new site in place of the Near Boot Inn. Landlord has had the bins removed because a lot of rubbish was being dumped outside the bins. After considerable discussion, several sites being put forward – Black Brows, Entrance to Hadrian's Camp, top of Church Lane, the clerk was requested to consult the City Council regarding insurance, responsibilities and liabilities. Resolved to consult the electors through the next edition of the Houghton Echo as to a possible site in Houghton.
 - iii) Environment Forum Meeting, Tuesday, 11th March 2003 to discuss Local Plan – awaiting written information. Mr M Clarke had confirmed he would be available, Mr C F Nicholson might go and the clerk would attend – clerk to ask councillors who were absent from this meeting

15. CUMBRIA COUNTY COUNCIL

- a) **Highways Hotline/Highways Issues** - Copy letter circulated to all councillors
- b) **Linstock post box concrete slab on grass verge** To note this was requested to be installed about 18 months ago. Area Engineer to investigate
- c) **Flooding at Orchard Site** – Report awaited from Area Engineer John Mallinson to follow this up as he believed the matter had been resolved.

d) **Information leaflets** – Apology received for sending so many. Noted clerk had replied saying she still wished to receive these as they were useful for putting in village halls, shop and garages

e) **Public asked for views on missing highways cash - £5.5M** Noted:

a) Copies circulated to all councillors of this Council's comments, CALC Response and letter written to Alistair Darling.

f) **Letter from David Maclean's Constituency Secretary** – "I will ensure that Mr Maclean sees your letter as I know that he will also want to raise your concerns with the Secretary of State at the Dept of Transport". Report in Evening News & Star 3 February 2003 – "David Maclean has criticised the Government for forcing on Cumbria the biggest rise in council tax for nearly 20 years."

Comments: Mrs M Lamb considered all parish councillors should have been consulted in order to put in a council response but because of the urgency clerk would have had to photocopy and circulate – Councillor J Mallinson reported on consultation with the public for views re Highways Maintenance £5.5M funding cut from central government, 3 options on increase in council tax, i.e. 10%, that would mean none restored, 12% was for half restored, up to 14% increase, would put the full £5.5M on tax payers slightly more than 40% looking for 10% increase in council tax slightly under 40% for 12% increase and 10-12% looking for the full restoration of highways spending. Cabinet considered last Tuesday recommending to council on 20th February that we go for the middle option, half restoration of the Highways Maintenance figure. Councillor Mallinson considered that gritting would continue but maybe would not be increased even though there had been demands for an increase.

John Mallinson – Letter to Mr Darling had not worked!

g) **Highways Agency** – M6 Northbound junction 43-45 Copy letter circulated to all councillors, no comments

16. NALC (National Association of Local Councils) – Quality Parish Status – National Seminar, Tuesday, 18th March 2003 No-one available to attend. CALC would attend and hold a seminar locally after 18th March.

This was to be in London, cost £60 + accommodation and travelling. Clerk had asked CALC why everything was held in London, could not one be held more centrally. Mr C F Nicholson commented that many parish councils would not be able to justify the expense

17. RICKERBY HOUSE, RICKERBY - Letter from Story Homes (copy sent to Mike Carigiet for comment)

Everyone in the village had received a copy, this plan would make safer access onto the road between Linstock and Rickerby Park. There was a considerable increase in traffic. Area had been provided for fisherman. Still a lot of cars parked when there was a football match

18. LINSTOCK WI Resolved to grant permission to the Women's Institute to hold Car Boot Sale on Linstock Green on Sunday, 10th August 2003

19. WEBSITE FOR THE PARISH – Domain name costs around £500 and ongoing cost of £100pa Clerk has been informed a grant could be obtained through Cumbria County Council's Project Fund. Ms W Aldred would assist, It was understood there was a website for Houghton but it was not known who was running it. Mr R Crozier informed the meeting that there was a website for UK Village Chatter. After discussion resolved not to set one up at the moment. This would involve a lot of work in maintaining updates an assistant would be required. – might be included in village plan. Low priority Domain name for about £50 plus £100 per year to keep it going. Leave in abeyance for the time being

20. FREEDOM OF INFORMATION ACT 2000 Publication Schemes Noted the Information Commissioner had accepted the Parish Council Model Scheme. Clerk to post Notices on parish noticeboards

21. FUNDING FAIR – Noted clerk attended on 29th January and obtained a lot of information and this would be fed through to the council in due course

22. REVIEW OF PARISH BOUNDARIES Clerk reported she had been informed by Mr D Mitchell, Carlisle City Council, that he had received verbal information from the Office of the Deputy Prime Minister that

a) Harker was going to Rockcliffe; b) Lansdowne Close area going into the City; c) Windsor Park development to be kept within the parish boundary and e) Whiteclosegate and Millcroft to be retained within the parish. This was what the parish required

23. CUMBRIA POLICE AUTHORITY – meeting held on 20th January 2003. Mrs Lamb (and the clerk) had attended. Mrs Lamb reported - There had been no problems arising from custody visits. Budget – extra council tax to pay for an extra 300 beat officers to be appointed over the next four years. Rural areas could not be guaranteed to have more beat officers. Certain police officers were totally ignoring cyclists riding bikes in the city centre and subways where it was an offence to do so. Mrs Lamb had given praise to PC Andy Brown, saying it was the best thing which had happened in the rural area. Chairman thanked Mrs Lamb her report

24. WETHERAL & STANWIX NEIGHBOURHOOD FORUM (meeting 13th February 2003 at Hayton Reading Room) Noted Mrs L Kielty and the clerk would attend – report to be given at the next meeting

25. HEDGE, corner of South Croft and Orchard Lane Noted this had been slightly trimmed – to be trimmed again in the future

26. DATE OF ANNUAL PARISH MEETING 12th March 2003 at Houghton Village Hall

27. DATE OF NEXT COUNCIL MEETING 12th March 2003 at Houghton Village Hall immediately following Annual Parish Meeting

28. DATES OF 2003 meetings:

a) (Second Wednesday in the month) April 9th; May 14th; June 11th; July 9th; August 13th (Mr Nicholson asked if this could be 6th instead of 13th (as he was on holiday on 13th – if he was still Chairman) It was agreed to have it on the 6th (Mrs Bowman remarked that Irthington usually had meeting on the first Wednesday but did not always meet in August) September 10th; October 8th; November 12th; December 10th

b) Attendance time – All councillors present considered it would be beneficial to attend 15 minutes before commencement of business in order to look at planning applications (Tables to be put up by hall caretaker)

29. RURAL COMMUNITY SUPPORT OFFICER Noted letter from Clare Rankin, the new officer in place of Mrs Pat Jefferson – Chairman and clerk had met Ms Rankin at the Carlisle Parish Councils' Association meeting)

30. GRADE 2 TOWER NORTH OF EDEN SCHOOL, RICKERBY Noted copy letter to Richard McCoy, Conservation Officer Carlisle City Council from Mr M Huntington requesting any proposals regarding the upgrade of the Tower. (Clerk had sent copy to Mr Alistair Wannop who had told her the land on which the building stood belonged to his aunt, Mr W Wannop's sister) Mr M Carigiet and Mrs M Lamb could not remember a roof on it, there was no public access to the tower. Mr A Gosling informed members that because it was a Grade II listed building there was a commitment to maintain it but it could not be enforced. Mr Carigiet suggested the owner should ask the Carlisle City Council for a large contribution towards it

31. Footpath Windsor Way No.132020 Two residents had written complaining about the state of this footpath "which runs between Kingstown Cemetery and California Road – part of this frequently used path is essential to the residents of Newfield Park, Windsor Park and Turnberry Way etc with its access to local amenities such as schools, church and shops etc. During the winter months when school children are returning home the path is in darkness and even more hazardous" Clerk had inspected the path on 10th February and confirmed that it was in a very bad state. This path had been mentioned to Mr Philip Gray. Mr Mallinson confirmed that he sometimes walked this. Resolved to report it officially to Mr Gray and make a contribution towards the cost of doing some basic work on it

32. FINANCE

a) Resolved to authorise the payment of accounts listed in the attached schedule amounting to **£745.45**
It was further resolved that the under-mentioned ADDITIONAL ACCOUNTS should be authorised for payment:

Terminix Ltd (Crosby Parish Hall Additional damp-proofing services)	
£55.00 + VAT £9.63 =	64.63
Chas Thurnam & Sons Ltd Photocopier Meterclick reading	
£37.96 + VAT £6.64 =	44.60
Plus Publishing Services – Local Councils Update subscription	
Starting March 2003	<u>60.00</u>
	<u>169.23</u>
Grand Total	£914.68

Mr R Crozier informed the members that some work had been done under the Guarantee but this extra work was done because there was evidence of damp near the main doors where the plaster had been removed

- b) To note balances held at HSBC as at 28th January 2003 c/a £137.36 Business Money Manager a/c £17,177.47
- c) To note three-year contract duly signed by Mr Stefan Nicholson in the sum of £6,600 plus agreement to cut Park Broom land as and when requested at £30 per cut

33. CORRESPONDENCE RECEIVED SINCE ISSUE OF AGENDA

a) **POST COLLECTION BOX, WINDSOR PARK** 85 homes now completed – request for Post Collection Box – Resolved to write to Mike Swinglehurst, Royal Mail Collection Manager, Junction Street, Carlisle, CA1 1AA
The Clerk suggested that a site for a noticeboard would have to be found on Windsor Park and she proposed it should be sited near to the Post Collection box when it was installed – councillors agreed with this

b) HIGHWAY MAINTENANCE

Eric Martlew – reply received today – he had already made representations to ministerial colleagues on this matter but could not agree with the premise that the high level of fatal accidents in Cumbria can be attributed to poor road maintenance. Para – “However, I am sure your Parish Council will be delighted that, after many years of campaigning, the Government has recently announced that the A66, Penrith to Scotch Corner, will be dual-carriageway, thus addressing one of the most serious problems”.

c) CUMBRIA ASSOCIATION OF LOCAL COUNCILS

1. County Circular – February 2003 - copy circulated at meeting
2. Parish Democracy Programme – Conference & Training Programme Winter/Spring 2003 – leave to next meeting

d) CARLISLE PARISH COUNCILS' ASSOCIATION

1. Letter from Clive Moth – copy circulated at meeting
2. Draft “Way Forward” document – copy circulated at meeting – councillors to bring their views to the next meeting

e) **HORSE RIDING** Lonning from Whiteclosegate leading to Millcroft Complaint from residents that this was not a bridleway and it was in a dreadful mess. This is a private road, clerk to suggest residents put up a sign provided it was not a commercial one no more than 2metres high

f) **LETTER FROM CLARE RANKIN** Rural Community Support Officer received re:

1. **DISABILITY DISCRIMINATION ACT: PUBLIC PLAY SPACE – a Guide to Audit** This document produced by Warwickshire County Playing Fields' Association and recognised as a good practice example and as such a copy has been purchased by the City Council for all parishes

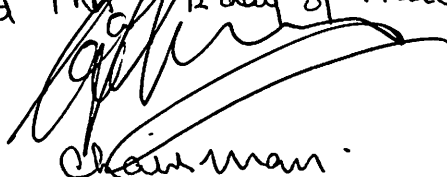
2. PARISH COUNCIL & VILLAGE HALL CAPITAL GRANT SCHEME 2002/03

Reminder that completion forms have to be returned by 28th February 2003 (Houghton Hall kitchen work to be started on 17th February) – Site Inspections 27th February at 9.45a.m. Houghton Village Hall; 10.00a.m. at Brunstock parish land re installation of bark path;

34. ANY OTHER URGENT PARISH BUSINESS

a) **LINSTOCK – Rockery Stones on grass verges** Mrs M Lamb reported that over the last three months large boulders, big rockery stones, had been placed on grass verges on the bottom road. It had only happened at about four houses, very much on the road edge, extremely dangerous, Mr C F Nicholson had inspected and taken photographs. The Clerk has spoken to David Sheard. Mr Sheard had been round the village and spoken to the clerk. He was rather reluctant to have these removed as people in the village maintained their grass verges. The verges belonged to the Highways so if she received notice of a claim for personal or vehicle damage she would tell the residents to send them to Highways Department. Mrs Lamb was disabled and these were near her property – Mr Sheard said the residents would be responsible for any claims because they had put the boulders down on verges which were Highways responsibility. Mrs Lamb wanted Mr Sheard to write to the four new residents concerned telling them they would be responsible – Mr Sheard refused. Mrs Lamb wondered if parish council could write to the residents concerned – Mr C F Nicholson had spoken to Mr Sheard who had informed him that if the complainant about the boulders wrote to him (Mr Sheard)

Signed this 12th day of March 2003


Chairman

STANWIX RURAL PARISH COUNCIL

Schedule of payments to be authorised at 12th February 2003 meeting of the council

R F Angus – Houghton Village Green Drain	£130.00 + VAT £22.75 =	£ 152.75
Clerk's salary		<u>592.70</u>

TOTAL PAYMENTS	<u>745.45</u>
----------------	----------------------

SIGNED



CHAIRMAN



COUNCILLOR

ADDITIONAL ACCOUNTS FOR PAYMENT

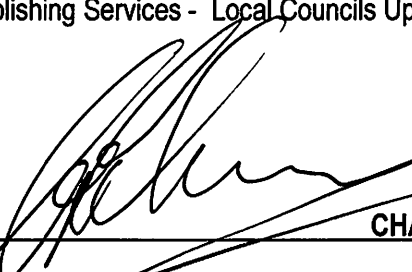
Crosby Parish Hall - Terminix Additional damp-proofing services	£55.00 + VAT £9.63 =	64.63
Chas Thurnam & Sons Ltd Meterclick reading	£37.96 + VAT £6.64 =	44.60
Plus Publishing Services - Local Councils Update subscription starting March 2003		<u>60.00</u>

171.23

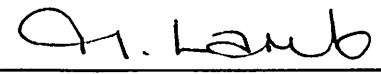
Grand Total

916.68

SIGNED



CHAIRMAN



COUNCILLOR

STANWIX RURAL PARISH COUNCIL

Schedule of payments to be authorised at 12th February 2003 meeting of the council

R F Angus – Houghton Village Green Drain	£130.00 + VAT £22.75 =	152.75
Clerk's salary		<u>592.70</u>
	TOTAL PAYMENTS	<u>745.45</u>

SIGNED _____ **CHAIRMAN** _____ **COUNCILLOR**

ADDITIONAL ACCOUNTS FOR PAYMENT

Crosby Parish Hall - Terminix Additional damp-proofing services	£55.00 + VAT £9.63 =	64.63
Chas Thurnam & Sons Ltd Meterclick reading	£37.96 + VAT £6.64 =	44.60
Plus Publishing Services - Local Councils Update subscription starting March 2003		<u>60.00</u>
		<u>171.23</u>
	Grand Total	916.68

SIGNED _____ **CHAIRMAN** _____ **COUNCILLOR**

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the parish council meeting held on Wednesday, 12th March 2003 at Houghton Village Hall, Houghton

PRESENT

		Mr C F Nicholson (in the chair)		
Mrs S Aglionby	Dr M A Briggs	Mr M Clarke	Mr P Gascoigne	Mr A Gosling
Mrs L Kielty	Mrs G Knowles	Mrs M Lamb	Mr A D Lightfoot	

1. **APOLOGIES** were received from Messrs M Carigiet, R J Nicholls, W M Wannop, County Councillor J Mallinson and District Councillor Mrs M Bowman

2. **THE MINUTES** Resolved to authorise the Chairman to sign the Minutes of the meeting held on 12th February 2003 previously circulated as a true record

3. **DECLARATIONS OF ACCEPTANCE OF OFFICE** To note these have been duly signed by Mr C F Nicholson, Chairman and Mr W M Wannop as Vice-Chairman

4. **DECLARATIONS OF INTEREST** No Councillors had any personal interests, or any personal interests which were prejudicial relating to any item on the agenda to declare at this stage

5. **PUBLIC PARTICIPATION** To receive questions, deputations or petitions relating to the business of the council Mr W Clarke of Crosby Moor presented his objections to Planning Application No.03/0067 of which the council took note. Proposed agricultural building was of block construction, wooden doors, concrete floor, roadway/access road to rear garden of existing cottage, does Mr Wynne's application contain permission to build this road? No information had been forthcoming for the construction of this road, it appeared it had damaged the agricultural land. With regard to the roadway, clerk had spoken to Mr Hamer, Mr Wynne could construct the roadway but if tarmac was laid he would require permission

6. **PLANNING** The following were noted:

1. Reports The under-mentioned had been granted permission

02/0985 – Rickerby House, Rickerby Alterations to existing rear portico to form balcony (LBC)

03/0024 – 39 Jackson Road, Houghton Two storey extension to provide enlarged kitchen with 1no.en-suite bedroom above

03/0036 - 3 Knells Cottages, The Knells, Houghton Erection of conservatory

2. Applications

03/0022 - **AMENDED PLANS**

Fosse Way, 38 Houghton Road, Houghton Demolition of existing garage and extension of existing Dwelling incorporating new garage **NO OBJECTIONS**

03/0067 – L/Adj Crosby Moor Cottage, Crosby-on-Eden Erection of Agricultural Building

Applicant: Mr G Wynne

The following observations sent to Carlisle City Council Planning Department:

The parish council objected to this proposal on the following grounds:

1. The proposal appeared to be contrary to Policy E8 of the Carlisle District Local Plan in that the application received by the parish council did not provide evidence of any proven agricultural or forestry need, or that the proposal was needed to provide essential local infrastructure

2. There was to be no water supply to the proposed building and yard {application part one, para5c(iii)}, the proposal appeared therefore to be totally unsuited to the keeping and general welfare of livestock. Thus, the overall size, design and layout of the building seemed to be more suggestive of light industry, general storage, or small scale warehousing than any dedicated agricultural purpose

3. The 1:500 site plan showed a proposed access road of approximately 4.0m in width, terminating in a yard of approximately 20mx20m. No specific permission was sought in respect of this road and the applicant gave no information regarding construction or materials in respect of these works

4. The parish council was extremely concerned that this proposed large agricultural building appeared to be built on the line of Stanegate (Roman Road) and therefore an archaeology survey would require to be carried out. Significant amounts of earth have already been excavated in order to construct the roadway mentioned, it is therefore possible that some archaeological damage may have already occurred.

5. The parish council demands that (if permission is granted) the proposed agricultural building should be of the relevant size for the proposed farming need and of steel frame (not block work as in the present proposal) construction of a relevant size without a solid floor and the use be limited to agricultural purposes only. Doorways shown on the 1:50 plan appear to be approximately 850mm in width, although these same doorways as shown in the elevation appear to be approximately 1050 in width

Noted two letters of objections received from Mr & Mrs Hampson and Mr & Mrs Salkeld

03/0143 – Knells Croft, The Knells, Houghton. Widening of vehicular access Applicant: D Studholme

NO OBJECTIONS

03/0180- L/Adj to White Moss Farm, High Crosby, Crosby-on-Eden Erection of agricultural worker's dwelling

Applicant: Messrs T.A. & Mrs Graham **NO OBJECTIONS**

03/0187 – Dikeside Cottage, High Knells, Houghton First floor extension above existing garage and car port to provide 2no. additional bedrooms and bathroom together with conservatory/garden room

Applicant: Mr R Peart **NO OBJECTIONS**

03/0209 – 5 The Garth, Crosby-on-Eden Two storey rear extension to provide kitchen and conservatory to ground floor and 1no. bedroom on first floor Applicant: J Wilton **NO OBJECTIONS**

3. Proposed works to trees within a conservation area

Location: Avalon, Rickerby. Fell 12 no. conifers by driveway; Fell 4no. conifers to the rear of Woodside;

Fell 4 dead/semi-dead conifers to the rear of the garden plot beside Woodside

Top 5 conifers along the boundary overlooking "Wayside" and "Old School Cottage"

Comment: No objections to the trees specified to be felled. However the five conifers specified to be "topped" should not be "topped" by too much as the owners of "Wayside" and "Old School Cottage" consider these trees act as a windbreak and provide privacy **Confirmation of action required reply date 7.03.03**

Confirmation of action was confirmed in respect of applications Nos. 03/0143;03/0189; 03/0180; 03/0187; 03/0209 and No.3 "trees"

7. CARLISLE ENVIRONMENT FORUM –

a) Meeting, Tuesday, 11th March at Tullie House Review of the "Carlisle District Local Plan". The following Reports were given: (S Aglionby, M Carigiet, M Clarke, A. Gosling, C Nicholson, and Clerk had attended)

Mr M Clarke reported – Local Plan set out policies across the whole of Carlisle District, Environment, Conservation, Transport, Leisure, Housing, Tourism, Retail aspect, Economy and Employment, these were the broad headings, workshops were given key issues, "How can new Development be designed to make less demand on resources?" Discussion on electrical sourcing, wind turbines, maximum use of brownfield sites instead of Greenfield sites, stumbling blocks were contamination perhaps Government could through reduce taxation to encourage developers to go for brownfield sites; What could be done to preserve the natural beauty of the landscape? Sympathetic development, not to be too traditionalist, just because it was modern it could not fit in.

Mr A Gosling – "Park & Ride, travel, parking within the city and future developments" – everyone was in favour of park & ride plus two additional sites, very small city, lot of the city developments to date had been funded by developers offering planning gains Using park and ride scheme draw people round areas of the city which were not visited, city should draw in smaller shops, away from Botchergate leisure area, Morton Development proposed supermarket or similar type of outlets, you cannot dictate the size of development, free up development and obtain as many advantages as you could. How to safeguard the heritage and how should we protect the character, not just skylines, 19 conservation areas in the district, 1500 listed building – should we try to protect the heritage by adding historic areas, in conclusion some older buildings do not have statutory protection and may be subject to change, should we establish some control of the unlisted historic buildings?. Chairman thanked Messrs Clarke & Gosling for their contributions

b) Environment Forum News – February 2003 received

c) Greenbox & Garden Waste Recycling Update received Local scheme had been very successful and could not attract any more funding

8. RECYCLING CENTRE Noted email from M Gardner stated "as far as the insurance situation was concerned, Carlisle City Council's insurers would accept the council's responsibility if any accident arose from its negligence (eg a faulty bin or a bin that had not been emptied) In reality, in the event of a claim, liability would be dependent on the

circumstances. Carlisle now had over 70 Neighbourhood Recycling Sites throughout the district and in the 11 years since the scheme was launched there had only been two instances where the issue of insurance had arisen. If there was a persistent problem with a site then it would be removed. Resolved to consult residents through Houghton Echo as to a suitable site. Mr P Gascoigne suggested the entrance to Road Traffic Site on Houghton Road

9. HOUGHTON – proposed one-way system for Jackson Road Noted Capitadbs being consulted

A White Paper published in October set out new regulations which appeared to be more flexible. Mr M Clarke reported a resident of Smithy Croft had suggested a one-way system. He also informed the council that Jackson Road and Green Lane had become gridlocked recently during school closing time. Police had been informed. Resolved to press for a one-way system now and find out who responsible for traffic order. Clerk to write to Cumbria Constabulary with complaint and request support for one-way system

10. CARLISLE PARISH COUNCILS' ASSOCIATION – Way Forward – Draft Paper No written comments received. However, Dr M A Briggs considered that having surgeries in village halls was a backward step, there were sufficient surgeries and purpose-built premises within two miles of Houghton. However Mrs G Knowles pointed out that Nurse Practitioner Groups in other rural areas could improve quality of life, there was a fascinating and successful scheme in Botcherby. Councillors were reminded to send comments in writing to the Clerk before the next agenda was to be sent out as a Response to this document had to be with the Association by 11th April

11. CUMBRIA ASSOCIATION OF LOCAL COUNCILS

a) **Email County Circular** – Noted this will be sent by electronic mail in future unless specifically requested to be sent by post. Councillors requested to give clerk their email addresses if they have one. Charge to be made for sending other organisations' leaflets or will not send them

b) **Quality Parish Councils** – Literature being sent out, not received yet

c) **Election - Posters and leaflets** received

12. ELECTION, – 1st May 2003

a) - forms received from Carlisle City Council which were distributed at the meeting. Clerk informed the meeting that the same number of councillors would be required, i.e. 15 in total – Three for Vallum Ward (which included Whiteclosegate & Millcroft) ; Eight for Houghton Ward and Four for Crosby-on-Eden and Linstock; Proposers and seconders should live within the respective wards. Tarraby was in the Houghton Electoral Ward
All those present would be standing for re-election

b) - a Guide for Parish Clerks was provided by Carlisle City Council

13. FLOODING HOUGHTON VILLAGE GREEN A costing of the repairs circulated to all those present which was considered to be reasonable. Chairman reported that he considered the damage to the drain was as a result of cable laying by Omne (this firm had been in liquidation but had since been taken over) - Mr M Carigiet to be consulted and it was agreed to ask him to follow it through. Clerk to examine the council's insurance policy.

14. BETTER WAYS TO SCHOOL There had been several accidents due to the high kerbs which had been installed, although railings had been installed as a result of this council's pressure but the railings had not been extended far enough. Many cars had been damaged, but this was as a result of drivers not driving with due care and attention. Better signposting was required, fluorescent paint applied to kerbs, priority road marking in wrong places, giveway signs on the southern entry to the village were in wrong place; from Orchard Lane to Houghton Road there was poor visibility; good chance bollards (locking type) could be placed outside the shop. Mr A Gosling considered that the warning signs for the "new layout" were very poor. Mr C F Nicholson reported members of the public considered the "crossing point" near the shop was on the wrong side of The Green and should be further south. PC Andy Brown was aware of the problems and had requested a safety audit as soon as possible. Mr R Ballantyne was keeping a log of the accidents – one person had been in hospital for three days as a result of tripping on the high kerbs

15. CAPITAL AND VILLAGE HALL GRANTS – 2002/3 Noted inspections by Carlisle City Council and Carlisle Parish Councils' Association had been carried out on 27th February, the Chairman and the clerk in attendance

a) **Houghton Village Hall** – Refurbishment of small kitchen

b) **Brunstock Land** – installation of bark path

Grants received £750 towards kitchen and £200 for Brunstock from Carlisle City Council, duly banked on 11th March 2003.

16. ORCHARD SITE, FLOODING, LINSTOCK – Clerk reported she had seen Councillor J Mallinson on 11th March 2003 and he had informed her that he had spoken to Mr G Clubbs (Capita dbs) who had told him he had not heard anything further from BT. Councillor Mallinson told the clerk that it looked as if Cumbria County Council would have to pay for the remedial works to rectify the problem. In answer to Mrs Lamb's query, Clerk did not know when Mr Mallinson had been in contact with Mr Clubbs.

17. WETHERAL & STANWIX RURAL NEIGHBOURHOOD FORUM – Mrs L Kielty and the clerk had attended the meeting held on 13th February 2003. Mrs Kielty reported as follows: There had been an interesting talk by Mr Graham Hodgkinson, Strategic Development Manager of Cumbria County Council, about plans to modernise Social Services. Improving services to adults, intention to raise standards with new policies across the fields of Social Services and Health Services, meet national targets and provide better value for money for the residents of Cumbria. A programme to care for carers, supporting people, having community integrated equipment and fair access to care. Key aim was to promote independence and a high quality of life through a variety of schemes. Substantial investment by the County Council, performance targets had been set, and if not reached there would be financial penalties. Rapid results were required to promote and develop partnerships on all levels.

Grants approved included Houghton Nursery Group £425 for new equipment; Houghton Village Hall had been granted £500 towards refurbishment of small kitchen. Next meeting to be held on **15th May at Cumwhitton Village Hall**

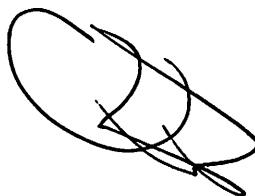
18. BOULDERS on GRASS VERGES LINSTOCK Mrs M Lamb confirmed the boulders were still in place, two had been in the road but had been replaced a small child had ridden into the boulders and fallen off his bicycle, but the adult had caught him. Mrs Lamb in her capacity as resident, councillor and Area Co-ordinator for Neighbourhood Watch, to write to Mr D Sheard, personally expressing her concerns, to ask him to write to the residents informing them of their liabilities

19. LICENSING BILL – Noted letter from defra – (to be circulated to village hall secretaries) which made clear that the Government had no intention to impose unnecessary regulatory burdens on village halls, community facilities and church halls. These facilities would be exempted from the fees associated with the provision of entertainment, or entertainment facilities under the licensing regime. However, village, church and parish halls and other community facilities would continue to pay for a license to sell alcohol but would benefit from the simple notification procedure that the Bill is seeking to introduce for temporary events

20. PARISH BOUNDARY REVIEW Noted letter, draft Order and map received from Carlisle City Council. Clerk reported Mr D Mitchell of the Town Clerk's Department, Carlisle City Council, had put in hand the production of a new plan of the parish incorporating the changes

21. PARISH PLAN Noted first sub-committee meeting was held on 26th February 2003 at Houghton Village Hall attended by Messrs C F Nicholson, A Gosling and Mesdames L Kielty, G Knowles, B Watson (clerk). Chairman reported it had been decided to do a sample 10% survey of electors using the Irthington Parish Survey questionnaire as a basis for our questionnaire. These can be hand delivered and collected. In the meantime, Mr A Gosling and himself would take photographs when the weather improved. Public meetings would be arranged in Crosby, Houghton and Linstock during the summer months to take the public consultation further. Resolved not to apply for the grant at the moment because once it was applied for there would be only one year to complete the Plan. Mr A Gosling asked the clerk to ascertain if ordnance survey maps/plans could be obtained through Carlisle City Council licence. The Chairman confirmed that a piece would be put in the forthcoming edition of the Houghton Echo together with posters on the relevant parish boards to inform people of the council's intention regarding the 10% survey.

22. A689 TRAFFIC MANAGEMENT Report from meeting held at Crosby Parish Hall 4th March 2003
Chairman attended this meeting along with Mr M Clarke, Mr P Gascoigne and the clerk when Mr D Sheard had given a presentation entitled "A689 Greymoorhill Roundabout to A69 Brampton, Route Action Study Draft". This was basically the slides Mr Sheard had shown giving a variety of statistics including accidents, factors involved, how many occurred and a little detail of potential options as to what they suggest doing with the three identified blackspots. A further report together with better drawings would, it was hoped, be available for the next council meeting. Mr Gascoigne was of the opinion that people who broke the speed limit should be asked what should be done at the identified areas to make people slow down. How would the CNDR affect St John's, A689 and Scaleby junction? Considered two roundabouts should be installed at this junction. Suggestion Mr Sheard, PC A Brown and Traffic Management Officer be invited to a meeting when better drawings would be available.



23. REGIONAL GOVERNMENT Noted the council made a response, Chairman and Vice-Chairman consulted and agreed the reply as follows:-

"Yes" to a referendum in our region; Considered interest in holding a referendum as "Very Strong"

Reasoning: "Being the lowest tier of Local Government, the Parish Council is better able to sound out public opinion than higher tiers. The prospect of a N.W Regional Assembly is often discussed at council meetings and councillors report significant levels of interest being evinced by electors. Conversations held in the village shop, the pub and outside the school gates, support the view that among the electorate there exists a great keenness to cast a vote in any referendum which may be held"

"The Parish Council although certain of significant interest within the parish has no first hand knowledge of the level of interest in other regions. This notwithstanding, the council is aware of a keen interest within other areas of the NW Region"

24. M6 EXTENSION – Carlisle to Guards Mill Noted letter of introduction from Carillion, contractor appointed by the Highways Agency to take this forward. Liaison Group to be formed comprising all the local authorities and other local key project stakeholders and hoped this council would participate. Public Liaison Officer, Alison Barlow, had been appointed to co-ordinate this process. Meeting to be held on Monday, 24th March 2003 at Carlisle Civic Centre at 2.00p.m. Clerk would attend and probably the Chairman – anyone else wishing to attend to inform the clerk

25. MATTERS ARISING FROM THE ANNUAL PARISH MEETING There were none

26. FINANCE

1. Resolved to authorise payment of the accounts listed on the attached schedule amounting to **£4,495.21**
2. Noted HSBC balances as at 28th February 2003 c/a £122.70 No Notice Business a/c £16,277.47
3. Noted VAT claim made in the sum of £2,410.45. Clerk reported receipt of BACS remittance advice dated 10th March in the aforesaid sum to the credit of the Business Money Manager account

27. HOUGHTON NURSERY GROUP Letter from this group asked for the support of the council in respect of its feasibility study for providing a purpose built nursery unit in the grounds of Houghton C of E School (Proposed site to be on the front of the school, land owned by the Church, adjacent to the shop) It was felt this would exacerbate the traffic problems in the vicinity of the school. Resolved to support in principle for a dedicated nursery unit but required a detailed plan and where it is to be situated

28. STREET NAMING AND NUMBERING – Crosby-on-Eden Noted letter from Carlisle City Council, Commercial & Technical Services ".....there is no need to add any additional street nameplates, as I believe the onus is on the relevant parties to establish the location of the property in question."

29. DATE OF NEXT MEETING Wednesday, 9th April 2003 at Crosby Parish Hall, Crosby-on-Eden

30. CORRESPONDENCE RECEIVED SINCE ISSUE OF THIS AGENDA

1. Planning

a) Application

03/0271 – The Salmon House, Rickerby Applicant: Mr Stewart Gray Formation of Vehicular Access

Comment: The parish council wishes to express serious concerns regarding the visibility to approaching traffic using the proposed egress. In this instance, the council is confident that Highways Officers having due regard for safety would resolve the issue in the appropriate manner

b) Reports

03/0039 – Keystone, Crosby-on-Eden, Carlisle. Conversion of existing garage to workshop with rear porch extension to front elevation and extension to side elevation to provide replacement garage **GRANTED PERMISSION**

03/0117 – 23 Pennington Drive, Windsor Park. Revised house type to include conservatory to rear **GRANTED PERMISSION**

2. LOCAL COUNCILS UPDATE received

3. CARLISLE CITY COUNCIL AGENDA for Overview & Scrutiny Management Cttee 13 March 2003
Development Control Cttee – 14th March 2003

4. FINANCE

Noted cheque rec'd from Carlisle City Council in respect of the following grants:

- £750 – Houghton Village Hall refurbishment of small kitchen
- £200 – Bark footway Brunstock Land **BANKED**

5. CALC

a) Cumbria Training Partnership for Town & Parish Councils – Commentary on Survey Results referred to next meeting

b) County Circular for March circulated at meeting

c) SUBSCRIPTION 2003/04 – next agenda

6. Community Law Centre - Letter of thanks to council for its support in campaign to maintain specialist free legal services for the people of Cumbria

7. VILLAGE HALL DEVELOPMENT - Copy Letter from Claire Rankin to Village Hall Secretaries re grants towards payment of professional drawings for the provision of disabled access **Clerk to speak to Claire Rankin**

8. CARLISLE CITY COUNCIL Forthcoming Parish Council Election, 1st May 2003 – Noted Members Code of Conduct new register of interest forms received

31. ANY OTHER URGENT PARISH BUSINESS

1. 30mph sign Linstock Mrs M Lamb pointed out that this sign was on the village side of the bridge over the M6 and she considered it should be on the Rickerby side of the bridge. Resolved clerk to ask Cumbria County Council to have the sign moved to the west of the bridge over the M6

2. OAP Bungalows The Garth Crosby-on-Eden Mr P Gascoigne raised the question as to whether or not these had been sold. Clerk to ask Carlisle City Council if the bungalows had been sold under the "right to buy scheme"

3. RESURFACING OF BRAMPTON ROAD Dr M A Briggs considered it was farcical to leave the rest of Brampton Road in a state of disrepair when Whiteclosegate had been resurfaced. The Chairman had been informed that the budget no longer existed to carry out further work. Remedial work may be done next year

Carlisle City Council Agenda for:

Corporate Resources Overview and Scrutiny Cttee	20.02.03
Infrastructure Overview & Scrutiny Cttee	27.02.03

SCHEDULE OF PAYMENTS AUTHORISED AT 12th March 2003 meeting

Carlisle City Council Installation of new street lamp at Linstock		1,200.00
5 Star Joinery & Glazing (Refurbishment of small kitchen, Houghton Village Hall)		
£1,390.00 + VAT £243.25		1,633.25
Houghton Village Hall – meetings from October 02 to March 03		60.00
A S Farrer (Crosby Parish Hall – tiling 'Ladies and Gents' Toilet entrances, Render and plaster wall		408.50
Clerk's salary	592.70	
Expenses Post £17.43; Travel 213x40p=£85.20;		
Tel & emails £42.65; Line rental £25.50; Room £150 =	320.78	913.48
Inland Revenue Tax £162.62 + NI £92.76 =		255.38
Charles Thurnam & Sons Ltd – Paper and envelopes £20.94 + VAT £3.66	=	24.60
TOTAL		£4,495.21

SIGNED

C F Nicholson

CHAIRMAN

M A BRIGGS

COUNCILLOR

Signed this 9th day of April 2003

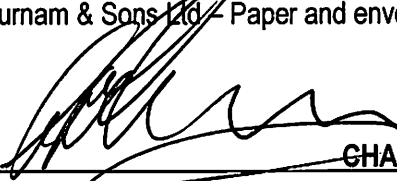
Chairman

STANWIX RURAL PARISH COUNCIL

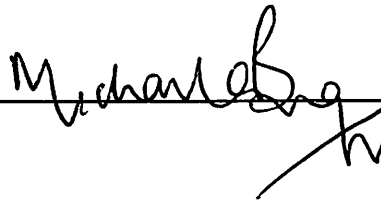
SCHEDULE OF PAYMENTS TO BE AUTHORISED AT 12th March 2003 meeting

Carlisle City Council Installation of new street lamp at Linstock		1,200.00
5 Star Joinery & Glazing (Refurbishment of small kitchen, Houghton Village Hall)		
£1,390.00 + VAT £243.25		1,633.25
Houghton Village Hall – meetings from October 02 to March 03		60.00
A S Farrer (Crosby Parish Hall – tiling 'Ladies and Gents' Toilet entrances, Render and plaster wall		408.50
Clerk's salary	592.70	
Expenses Post £17.43; Travel 213x40p=£85.20;		
Tel & emails £42.65; Line rental £25.50; Room £150 =	<u>320.78</u>	913.48
Inland Revenue Tax £162.62 + NI £92.76 =		255.38
Charles Thurnam & Sons Ltd – Paper and envelopes £20.94 + VAT £3.66	=	<u>24.60</u>
	TOTAL	£4,495.21

SIGNED



CHAIRMAN



COUNCILLOR

STANWIX RURAL PARISH COUNCIL

MINUTES OF PROCEEDINGS at the parish council meeting held on Wednesday, 9th April 2003 at Crosby Parish Hall, Crosby-on-Eden

PRESENT

Mr C F Nicholson (in the chair)

Mrs S Aglionby (L)
Mr A J Gosling
Mrs M Lamb

Dr M A Briggs
Mr P Gascoigne
Mr A D Lightfoot

Mr M Clarke
Mrs L Kielty
Mr R J Nicholls

Mr R J Crozier
Mrs G Knowles
Mr W M Wannop

County Councillor Mr J Mallinson and District Councillor Mrs M Bowman

- 1. **APOLOGIES** were received from Mr M Carigiet and District Councillor Mr E Firth
- 2. **THE MINUTES** Resolved to authorise the Chairman to sign the Minutes of the Meeting held on 12th March 2003 previously circulated as a true record
- 3. **DECLARATIONS OF INTEREST** Councillors had no personal interests, or any personal interests which were prejudicial relating to any item on the agenda at this stage
- 4. **PUBLIC PARTICIPATION – Better Ways to School** Ms W Aldred had not been aware of the discussions about a proposed one-way system for Jackson Road, she wanted to raise awareness that if this was introduced it would increase the traffic at the junctions and this would create a problem bearing in mind the installation of the BWS. Mrs M Lamb understood the residents of Jackson Road would prefer a one-way system
- 5. **PLANNING** (Mrs Lamb congratulated the clerk on the way the under-mentioned Reports were set out)

1) Reports

- 02/1301 **REFUSE PERMISSION** L/A Houghton Hall, Houghton Erection of detached dwelling with integral garage (outline)
- 03/0012 **GRANTED PERMISSION** L/A Plots 100-105, 124-125 and 127-129 Windsor Park, Windsor Way
- 03/0019 **GRANTED PERMISSION** 1 The Green, Houghton Single storey extension to side and rear elevation to provide kitchen/utility room, WC and extended living room
- 03/0022 **NOTICE OF DEFERMENT** Fosse Way, 38 Houghton Road, Houghton. Demolition of existing garage and extension of existing dwelling incorporation new garage

Site Visit to be held on Wednesday, 23rd April 2003 at 11.20a.m. (two parish representatives to attend)

The Chairman (the council had had no objections to this application) reported he had met the resident of the house adjacent who had objected to the proposal on the grounds that it would dominate her property from the north side (as a result of a telephone request) on 8th April. It would have quite an effect on her property but he did not think there would be legitimate planning objections to it but he wondered if the applicants would be prepared to compromise. Mr W M Wannop considered that it was up to the objector to negotiate with the applicant and the architects. The council had made a decision – an overall view had been taken and the parish council could not change its mind. Dr M A Briggs considered that the Chairman should not approach the Case Officer Mr AGosling considered the planning department was only too willing to act as an honest broker.

- 03/0029 **GRANTED PERMISSION** L/A Seefeld, Houghton Erection of dormer bungalow
- 03/0032 **GRANTED PERMISSION** Linstock Castle, Linstock Erection of conservatory to rear of farmhouse (LBC)
- 03/0033 **GRANTED PERMISSION** Linstock Castle, Linstock Single storey conservatory extension to rear of farmhouse
- 03/0062 **GRANTED PERMISSION** Home Farm, Rickerby Enlargement of existing kitchen
- 03/0096 **GRANTED PERMISSION** Home Farm, Rickerby Enlargement of existing kitchen (LBC)
- 03/0105 **NOTICE OF DEFERMENT** L/Adj The Far Boot, Townhead, Houghton Erection of dwelling (outline)

2. Applications

02/1296 The Stag Inn, Crosby-on-Eden Take down and rebuild chimney stack incorporating a ventilation extract grille (LBC) Applicant: Jennings Brothers plc

Comment :NO OBJECTIONS Action taken was confirmed

6. HOUSING RENEWAL – GRANTS POLICY Consultation document Regulatory Reform Order (copy circulated to all councillors) This document did not appear to have changed. Clerk reported it was to be discussed at the Carlisle Parish Councils' Association on 22nd April. Replies required by 30th April

7. CROSBY-on-EDEN – Elderly dwellings Noted there were only three bungalows to rent in Crosby-on-Eden Mr Gascoigne believed there were more than this but they had been sold under the "Right to Buy Scheme" The properties at Houghton were under a different scheme as these had been erected by Two Castles Housing Association. Chairman considered that possibly a request for this type of dwelling might come through public meetings held regarding the parish plan – parish council should not introduce this item, it should come from members of the public through consultation

8. OVERHEAD POWER LINES Major new research into reducing the impact of overhead power lines (copy letter and Press Release circulated to all councillors) Mr Wannop and Dr Briggs considered that Friends of the Lake District should not concern themselves with this area. A request had been made to the council for a contribution towards any intrusive overhead power lines to have these put underground. However it was considered there were none that were intrusive. Mr Gascoigne reported he lived near some overhead lines, workmen came and painted and maintained them every year, a payment (wayleave) being paid to the farmer on whose land the pylons were built. One farmer had 22 pylons on his land but did not receive a wayleave, maintenance carried out every five to ten years.

9. M6 EXTENSION Carlisle to Guardsmill Mr M Carigiet and the Clerk had attended the meeting held on 24th March 2003 with Carrillion at Carlisle Civic Centre – the Minutes of which had been received. Clerk reported that most of the meeting had been spent examining the detailed drawings. The southbound carriageway of the A74 was to be extended to Guardsmill for local traffic and bus services. There was some controversy regarding the road serving the Refuse Tip at Hespian Wood – the plans would possibly be amended to have a service road coming from the bridge near Todhills. Looking towards 2005/6 for completion

10. RECYCLING CENTRE HOUGHTON Noted no suggestions received yet for a site as a result of article in Houghton Echo which would be delivered shortly

11. CARLISLE PARISH COUNCILS' ASSOCIATION

a) The Way Forward – Resolved to send in to the Association by 11th April the "Suggested Comments" prepared by the Chairman and previously circulated to all councillors. Clerk confirmed that a request had been made for individual parish council comments

b) Next meeting 22nd April at Great Orton Village Hall at 7.30p.m. Noted Chairman and Clerk would attend and report back to May meeting

12. DEFRA The "Quality" Town and Parish Council Initiative Noted letter from Alun Michael – copy circulated to all councillors (the same letter received twice – sent out to 8,700 English parish councils!) It was considered too early for comment

13. CUMBRIA ASSOCIATION OF LOCAL COUNCILS

1. Quality Parish Councils Seminar to be held on Saturday, 14th June 2003 at Newton Rigg Conference Centre Penrith Noted further details awaited

2. County Circular copy circulated to all councillors

Quality Parish Councils

Noted that this council appeared to fulfil all the criteria to be a quality parish council except that the present clerk did not have a qualification. Comment made that the clerk could set the examination with all her experience

3. Cumbria Training Partnership – documentation received

14. DRAINAGE PROBLEMS

a) **Houghton Village Green** – Mr W M Wannop reported Mr M Carigiet had spoken to him on the morning of the meeting to say he did not know what progress he could make and no-one could say where the water was coming from and expose the drain, he was still of the opinion that a local contractor should be employed to investigate, did not see any point in employing the Carlisle City Council at a cost of £2000. Resolved to ask Mr Mitchinson (Mitchinson Construction) to investigate (Mr K Steele was extremely busy at the moment)

b) **Linstock, Orchard Site** – Mrs M Lamb reported work had commenced on 7th April. Mr Wannop reported the County Council believed the works would solve the problem but he was not convinced and therefore the testing time would come with the next heavy rainfall. Mrs Lamb considered that water would still collect in the lanning. Mr Mallinson had been promised the work would start on 7th April and this had happened.

16. BOULDERS, GRASS VERGES LINSTOCK – Mrs M Lamb reported she had written to Mr D Sheard on 17th March 2003 complaining about the boulders (as a resident and parish councillor). She had not received an acknowledgement, she had rung twice, the second time he answered. Mr Sheard reported her letter had been sent to Mr Mike Foster who was at present on holiday. Mr Sheard believed the boulders would be removed – he considered it was not a "life and death" situation but Mrs Lamb had cited an incident with a wagon when she was out walking. Mrs Lamb informed the meeting if she had not heard from Mr M Foster by 16th April she would be reporting the matter to the press. Mrs Lamb to report to the next meeting

17. PARISH PLAN Noted sub-committee would meet on Wednesday, 23rd April 2003 at Houghton Village Hall at 7.30p.m. to refine the questionnaire. Mr A Gosling and the Chairman to take photographs within the next week so these would be ready for the meeting. Noted updated Guidance received on 10th April 2003.

18. A689 – Draft Traffic Report Noted this not to hand yet – Clerk has been informed it would most likely be June before it was sent out

19. BETTER WAYS TO SCHOOL, HOUGHTON

1. **Safety Audit** Noted this was done on 28th March – awaiting report from Capita. Clerk reported Mr Styth had rung her before the meeting to complain about the poor signage and the lack of illumination at the pinch-points. He was pleased to hear that most of the points he raised had been mentioned in the parish council's letter to Capita.

2. **Installation of Electric cable** Clerk reported she had spoken to workmen digging up the Green on 3rd April and they had informed her that they were installing this cable. No-one had approached her for permission and she had left messages with Mr R Lewis to contact her and then spoken to Ms E Chua at Cumbria County Council who had informed her that the council should write to TXU. In the meantime she had also informed Mr M Carigiet what had happened.

3. **Proposed experimental one-way system for Jackson Road** Mrs M Lamb considered that Jackson Road residents should be consulted. Mr Gosling pointed out that it would affect more residents than those in Jackson Road. Chairman considered Houghton C of E School should consult parents of children attending the school. Resolved to write to residents east of The Green, i.e. Smithy Croft, Jackson Road, Green Lane and Beech Grove (would have to have a highway order) as there was a need to find out level of support. Mr Wannop believed from the safety angle it would benefit the parents, Mr M Clarke confirmed that it was some parents of school children who were the perpetrators of the root cause of the problem, residents were the victims. Mr Gascoigne had spoken to a resident of Smithy Croft who was not in favour of a one-way system; Mr Clarke said pulling out at the shop end was dangerous, visibility very poor, third furthest away from the north end, he was quite happy to travel north, not just the school business, access from Jackson Road from the south was difficult.

20. COUNTRYSIDE & RIGHTS OF WAY ACT 2000 DRAFT MAP REC'D AGENCY "Right to Roam" Noted copy letter received re Right To Roam in the NE area, village greens not shown. Mr Wannop reported several sites, i.e. High Crosby Moor, White Moss, Brunstock, Blaylock Riggs, Linstock narrow wedge, Crosshill. Comment to be made that part of White Moss was a site of Scientific Interest Comments to be sent in by 13th June 2003

21. HIGHWAYS MAINTENANCE

a) Noted copy letter (circulated to all members) from Office of the Deputy Prime Minister

b) Noted copy letters from Rt Hon David Maclean and the Rt Hon Nick Raynsford Chairman commented that effectively what they were saying was that the Government did not cut the Highways budget, as it was alleged, the County Council cut it. Councillor Mr J Mallinson pointed out that the funding formula changed which meant that the allocation was £5.5M less than it should have been.

Mrs M Lamb was extremely annoyed with Capita – the Give Way road lines had never been installed. Resolved a very strong letter should be sent to Cumbria County Council listing all the work that had been promised..

22. NORTH WEST REGIONAL ASSEMBLY Noted acknowledgement from Office of Deputy Prime Minister of this council's comment re possible referendum

23. FACE2FACE Summer Playschemes 2003(copy letter circulated to all councillors Resolved to ask Mr S Austin, Vicar of Houghton if the mobile unit could be sited on the church car park

24. LANSDOWNE NOTICEBOARD Resolved to instruct R J Telford & Sons on a proposal from Mr W M Wannop (Lansdowne was to move into the urban area) to remove this and refurbish for eventual siting alongside the post collection box to be installed at Windsor Park in due course

25. FINANCE

1. Resolved to authorise payment of accounts listed on the attached schedule amounting to £879.90
2. Noted HSBC balances as at 28th March 2003 c/a £382.96 (o/s cheque for £255.38)
No Notice Business a/c £15,193.21 (includes interest of £55.29)
3. Resolved to make a donation of £100 to North West Air Ambulance Service (£50 allows 3 minutes flying time)
4. Resolved to authorise Chairman to sign end of year tax returns

26. DATE OF ANNUAL PARISH COUNCIL MEETING Wednesday, 14th May 2003 at Crosby Parish Hall

27. CORRESPONDENCE RECEIVED SINCE ISSUE OF THIS AGENDA

1. PLANNING

a) Applications

- 03/0388** Relocation and replacement of residential caravan Applicant: Messrs Splinter Moss Cottage, Houghton, Carlisle
- NO OBJECTIONS**
- 03/0411** Conversion of existing barn to 2no.bedroom dwelling Applicant: Story Builders L/Adj to stable dwellings, Rickerby House, Rickerby
- NO OBJECTIONS**
- 03/0412** Conversion of existing barn to 2no.bedroom dwelling Applicant: Story Builders L/Adj to stable dwellings, Rickerby House. As above (LBC)
- NO OBJECTIONS**
- (Mr Carigiet to have sight of these)

b) Reports

03/0187 First floor extension above existing garage and car port to provide 2no. additional bedrooms and bathroom together with conservatory/garden Room

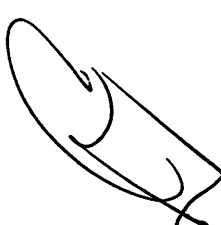
GRANTED PERMISSION Dykeside Cottage Houghton

2. LOCAL PLAN REVIEW- Pre-deposit Consultation Resolved the document should be circulated round the following members, Mrs M Lamb, Mr W M Wannop, Mr A Gosling, Mrs S Aglionby and the Chairman. Noted replies required by 30th May 2003. Comments to be noted and then circulated to all councillors prior to the next meeting Confirmed that this was in relation to the meeting held earlier this year at Tullie House

3. CROSBY PARISH HALL - Accounts from Robert Telford & Sons

Labour & Materials to remove external and internal double doors and single access door	£
£279.03 + VAT £48.83	327.86
Replacement PVC-U entrance door and frame	£701.37 + Vat £122.74
It was resolved that these accounts be paid	824.11
Total:	£1,151.97

Mr R Crozier (Chairman of the Hall Committee) confirmed that the work had been completed, the account in respect of the double doors was for work which had been recommended by the City Council in the recent village hall survey. The curtain batten for the double doors was included on the account for the PVC-U door



4. **EDEN RIVERS TRUST** – Noted Newsletter Issue 9 Spring 2003 received
5. **LOCAL COUNCIL UPDATE** – received 9 April Clerk would photocopy relevant parts to be sent out with the papers for the May meeting.
6. **Parish Council Elections Results of uncontested election – 100%** Clerk reminded councillors that “NIL” Returns regarding election expenses and Return of Expenses forms have to be returned to Civic Centre by 29th May. Statutory Returns **MUST BE RETURNED** – If councillors return them to the clerk she would ensure they were delivered before the due date. (several councillors handed the forms to the clerk)
7. **Capital & Village Hall Grant Programmes – additional county council funding amounted to £20,000.** Clerk mentioned the following schemes
- a) Crosby Parish Hall new curtains; b) Houghton Village Green resurfacing and extending pathway (NB if applying to this fund then could not apply to the Neighbourhood Forum); c) Houghton Village Hall – new floor, two estimates had been received i) £8458.00 or £8257 ii) £10,275; (existing floor 30+years old had become dangerous – confirmed by councillors present that it was worn out) cheaper to replace than repair;
8. **Crosby Parish Hall** – Mr R Crozier informed the meeting there would be further accounts sent to the clerk in respect of disabled ramp fitted to main entrance, new fascia boards and soppits to be installed
- 28. ANY OTHER URGENT PARISH BUSINESS**

1. **TARRABY COMMUNITY WOOD** Mrs Aglionby reported this wood was planted 10 years ago and she was organising an Open Day on Thursday, 22nd May – visitors would be welcome from 9.00a.m. till dusk. School children will be in attendance for the whole day engaged in activities. It was the first community wood in Cumbria. All councillors were invited to come.
2. **GO KART TRACK Houghton** Mr Wannop reported a telephone call from Mr D Bowman (South Croft) who asked if the council had any knowledge of the “track” which was being installed in the grounds of the renovated barn and it was understood this was possibly the reason why the footpath lane from Orchard Lane had been cleaned and quarry waste laid.
- Mr M Clarke pointed out that the following item had not been mentioned during the business
- No. 15. **WETHERAL & STANWIX RURAL NEIGHBOURHOOD FORUM** – Noted the next meeting will be held on 15th May 2003 Cumwhitton Village Hall (Agenda not received to date)
3. **A689 LAYBY** Mr Gascoigne reported receipt of a letter from Mr Anderson of The Knells, wagons were parking there again, the cones which had been put in place to prevent wagons parking and u-turning on the cycle track had to a certain extent “done the job” but these were reducing in number. (Mrs G Knowles wished to know if the track was “finished” – yes, it was!) Clerk to ask for additional cones to be put in place to stop wagons making U-turns.
4. **STREET LAMP BETWEEN The Green and Smithy Croft.** Street lamp installed but did not illuminate the “dip” in the path which could cause people to trip. Mr Clarke reported leylandii near the lamp had been very well trimmed. Mr Clarke to investigate the illumination of the said “dip” and report to the clerk.
5. **TARRABY – anti-social activities** Mr Gosling reported tyres had been slashed, horse droppings on door steps. These matters were to be reported to the Police by Neighbourhood Watch Co-ordinator. The clerk mentioned Sgt Jamieson at Brampton should be contacted

The Chairman reported Mr R J Crozier was stepping down from the council and therefore he thanked him for his service to the council over the past year and his valuable attention to the parish hall

Documents received for information

Carlisle City Council Agendas


Corporate Resources Overview & Scrutiny Cttee	10.04.03	
Overview & Scrutiny Management	14.04.03	
Carlisle City Council Agendas for:	Infrastructure Overview & Scrutiny Cttee	24.03.03
	Community Overview & Scrutiny	27.03.03

75.

“ “ “ Community Overview & Scrutiny special mtg 15.04.03

SCHEDULE OF PAYMENTS AUTHORISED at 9 th April 2003 meeting		£
1. Local Council Review		63.54
2. CALC Subscription		197.50
3. Clerk's salary		<u>618.86</u>
		879.90
4. Crosby Parish Hall- Accounts from Robert Telford & Sons		
Labour & Materials to remove external and internal double doors and single access door		
£279.03 + VAT £48.83		327.86
Replacement PVC-U entrance door and frame	£701.37 + Vat £122.74	<u>824.11</u>
It was resolved that these accounts be paid	Total:	1,151.97
5. Donation of £100 to North West Air Ambulance Service		<u>100.00</u>
	GRAND TOTAL	<u>£2,131.87</u>

Signed C F Nicholson Chairman M Lamb Councillor

Signed this 14th day of May 2003

Chairman

STANWIX RURAL PARISH COUNCIL

SCHEDULE OF PAYMENTS TO BE AUTHORISED AT 9th April 2003 meeting

£

1. Local Council Review	63.54	
2. CALC Subscription	197.50	
3. Clerk's salary	<u>618.86</u>	879.90

4. Crosby Parish Hall- Accounts from Robert Telford & Sons

Labour & Materials to remove external and internal double doors and single access door

£279.03 + VAT £48.83

327.86

Replacement PVC-U entrance door and frame £701.37 + Vat £122.74

824.11

It was resolved that these accounts be paid Total:

1,151.97

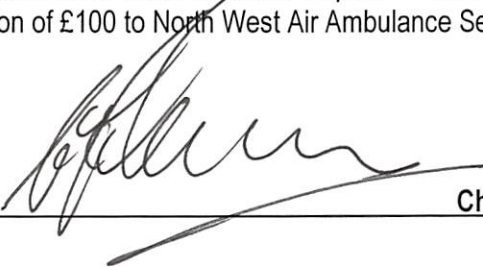
5. Donation of £100 to North West Air Ambulance Service

100.00

GRAND TOTAL

£2,131.87

Signed



Chairman

A. Lamb

Councillor

Be. Watson 9/04/03.

Clerk's Salary

made out 10p slork.

618.76