

STANWIX RURAL PARISH COUNCIL

Minutes of the Annual General Meeting of the Stanwix Rural Parish Council held on Thursday 19th May 2011 in Crosby on Eden Parish Hall at 7:30 p.m.

SR1/5/11 Declarations of Acceptance of Office

Following the election, declarations of acceptance of office were signed by Cllrs P Duncan, M Fox, A Lightfoot, C Nicholson & J Telford.

SR2/5/11 Co-option of members to Council

Resolved: Cllrs R Gordon, Y Robertson & T Scougal were agreed to be co-opted onto the Council and signed the declaration of acceptance of office forms

SR3/5/11 Election of Chairman for the year 2011/12

Cllr C Nicholson was elected Chairman for the coming year and signed the declaration of acceptance of office.

SR4/5/11 Election of Vice-Chairman for the year 2011/12

Cllr M Fox was elected Vice-Chairman for the coming year and signed the declaration of acceptance of office.

Cllr Fox requested that a letter be sent to all members who had not returned following the election, thanking them for their service to the community.

Agreed: Clerk to write to retired Councillors.

SR 5/5/11 Apologies for absence

None received – all members present.

SR 6/5/11 Present

The Chairman, Cllr C Nicholson, Cllrs P Duncan, M Fox, A Lightfoot, Y Robertson, T Scougal & J Telford.

SR 7/5/11 In Attendance

No attendees.

SR 8/5/11 Declarations of Interest

Cllr Scougal declared a personal interest in item 11.5 – Cumbria's Libraries.

SR 9/5/11 Minutes of the meeting of the Parish Council held on 13th April 2011

The minutes of the meeting of the Parish Council held on the 13th April 2011 were approved, agreed and signed by the Chairman.

SR 10/5/11 Public Participation

No members of the public attended.

SR 11/5/11 Community Policing Report

PC A Wright & PCSO P Aiston sent their apologies and the Clerk read a crime report that included:-

- Houghton – damage to fence panels at St John's Church, suspects being youths.
- Crosby – criminal damage to a vehicle and theft of items from tents at Crosby camping. Two persons arrested.
- Anti Social Behaviour - report of youths knocking on pensioners doors and running away on Houghton Road. Also banging on windows at Antonine Way and causing nuisance at Houghton Hall.
- Tribune Drive – report of youths on trials bike at park.
- Knells – report of Rottweiler/German Shepherd cross type dog running loose. Owner located and spoken to.

To be
Actioned
By:

AM

- Motorway Bridge, Houghton – report of suspicious vehicle.
- Cottage at Near Boot – damage to fence.

SR 12/5/11 Finance Matters

12.1 Resolved that the following payments be approved:-

A McCallum – Salary £943.50 & Re-imburements £63.62	1007.12
Staples – Stationery	65.47
Orchard Grounds – Grounds maintenance April	454.17
CALC – Annual subscription 2011/12	322.00
Zurich – Parish Council insurance 2011	1099.60
Smiths Gore – Rent for Linstock village green 2011	10.00
Total	<u>£2958.36</u>

Difficulties in convening a meeting had resulted in the Clerk and grounds maintenance contractor being paid late.

Agreed: Clerk to determine if contractual payments can be made outside of convened meetings.

AM

12.2 To note the balances at the bank as at 30th April 2011

Treasurer Account	£ 1,066.94
Money Manager Account	£ 101,095.00
Expenditure to 30/04/11	£ 2,298.66

12.3 To note receipt of £92.92 bollards refund, 40,540 precept payment from Carlisle City Council and VAT refund of £815.83.

12.4 Audit Commission Annual Return 2011 to approve the statement of assurance and authorise the Clerk & Chairman to sign the annual return for y/e 31st March 2011.

Resolved: Chairman & Clerk to sign the Annual Return 2011.

12.5 British Heart Foundation Donation

Consideration was given to a donation being made to the British Heart Foundation in memory of Edward Stobart.

Resolved: not to make a donation. It being considered more suitable to give donations to local charities active in the Parish, rather than nationally.

12.6 Parish Council Cheque Signatories

Following the retirement from the council of an authorised cheque signatory, another signatory was required.

Resolved: Cllr Scougal to be signatory.

AM/TS

12.7 Cumbria Playing Fields Association to consider affiliation fees of £25.00 for 2011/12.

Resolved: to renew subscription for 2011/12.

AM

SR 13/5/11 Planning Matters

13.1 Applications

11/0291 Pastorale, Linstock – erection of conservatory to first floor above lounge; extension to existing garage to provide en-suite bedroom together with a Car Port and attic store above.

Resolved: no comments.

11/11/9010 Crosby on Eden Wastewater Pumping Station, Green Lane, Low Crosby – demolition of existing brick kiosk and replacement with a GRP kiosk within existing

wastewater pumping station site.

Resolved: to comment that:-

- The Council has no objections to the above application, the development being considered beneficial for the village. However, it would request that contractors on site use due diligence and that disruption is kept to the minimum through the construction of the pumping station and other associated works.

Permissions

11/0106 5 The Garth, Crosby on Eden – erection of single storey rear extension to provide sunroom together with porch to front elevation - approved.

11/0205 Meadow Cottage, Tarraby – insertion of bathroom window to south elevation (retrospective) - approved.

Cllr Scougal left at 8:10 p.m.

SR14/5/11 Clerks Report

SR 169/3/10 Condition of Road from Houghton House to Cross Hill

Comments from the last meeting indicating that the work was unsatisfactory and that drains are blocked was reported to Richard Hayward, Cumbria Highways Engineer. He is to contact Cllr Batey to determine points where flooding is occurring. Clerk to determine if improvements are to be made.

AM

SR181.6/4/11 Insurance – Alternate Quote

Alternate quote obtained, a saving of £400 being made. Clerk progressing necessary paperwork with new provider.

SR 182.1 Houghton Village Green – Parking of Vehicles

Clerk awaiting comments from Mr B Hill. To progress for June meeting.

AM

SR 184/4/1 Erection of Fly Tipping Sign – Linstock Roundabout

Clerk awaiting feedback from Carlisle City Council Officers. It was also suggested that the use of CCTV may be appropriate. Clerk to determine if this is feasible.

AM

SR 184/4/1 Greengate Lonning to Crosby Road Re-instatement

Cumbria Highways Safety Inspection Inspector visited the site. A number of issues have been identified and have been passed onto the better Highways Team for action.

SR 15/5/11 Administration & Governance

15.1 Appointment of Representatives to Outside Bodies

Resolved: to appoint members below to the following outside bodies:-

- Stanwix & Wetheral Neighbourhood Forum – Chairman, Vice-Chair & Clerk
- Houghton Village Hall Committee – Cllr A Lightfoot
- County & Carlisle Gypsy & Traveller Group – Questioned as to still being in existence.
- Carlisle City Council Environment Forum – Cllr C Nicholson
- Crosby Village Hall Committee – Cllr M Fox
- Cumbria Police Authority Community Forum – Cllr Scougal suggested, Clerk to determine if willing.
- Airport Consultative Forum – Cllr Nicholson
- Brampton & Beyond Community Trust– Cllr M Fox (in an advisory capacity).

AM

15.2 Programme of meetings 2011/12

Resolved: Meetings to take place on the second Wednesday of every month. August meeting to be held if considered necessary.



Suggested that the venue of meetings should be rotated around available venues in the Parish.

Agreed: Clerk to determine availability of venues and formulate meeting calendar.

15.3 Uncontested Election 2011

The Council were advised that there were currently six vacancies available for co-option, following the election. Suggestions as to how the vacancies could be filled were discussed.

Agreed: Advertisements to be placed in Houghton Echo and on notice boards. Clerk to also contact CALC for advice on filling vacancies.

15.4 Electoral Review of Cumbria – Division Arrangements

Consideration was given to submitting comments on the existing division boundaries, based on a Council size of 84 members.

Resolved: Clerk to respond that division boundaries are considered adequate and should remain as is.

AM

15.5 Cumbria's Libraries

Consideration was given to the 'Is it time to change?' consultation document received. Discussed that access to the service in rural areas should be considered a priority and that qualified library staff be available.

Agreed: Individual responses to be made if wished.

AM

15.6 Community/Parish Plan

Discussed that it had been seven years since the original Parish Plan had been formatted and that it was considered timely to again engage and consult with the community on what should be priorities and how financial reserves should be spent.

Agreed: Working Group to be convened of Cllr Nicholson, Fox, Duncan, Robertson & Telford. Councillors to consider future action to be taken at June meeting. Clerk to circulate copies of old plan and subsequent revisions/updates.

AM

Cllr Duncan left at 9:00 p.m.

SR 16/5/11 Village Matters

16.1 Rickerby Cycle Path – Access Improvements

Clerk reported that through the Hadrian's Wall Heritage Trust, agreement had been obtained with the landowner to lower the height of the hedge. This to improve visibility when exiting the cycle path onto the highway. Clerk reported on quotes received.

Resolved: Costs of £250 for lowering of the hedge agreed. However, before authorising contractor to undertake the work, to determine if community workers are available to undertake such works - at no cost.

AM

16.2 Houghton Village Green – Additional Letter Bin

Clerk advised that still awaiting quote for additional bin and confirmation of inclusion in emptying schedule from Carlisle City Council.

Resolved: Costs of £300 approved for purchase of the bin, subsequent to receiving confirmation that Carlisle City Council will empty the refuse on a regular basis.

AM

16.3 Tribune Drive Play Area

Clerk advised that notification had been received that a grant of £4,500 from Cumbria Waste Management had been approved, to be used towards funding additional play equipment at Tribune Drive. This now made total funds available of £8,000. A survey of 62 children had indicated that equipment requested (in order of preference) was BMX equipment, football goals, four-way shooter, basketball hoop and street snooker.

Clerk advised that football nets and a basketball hoop combination would cost approximately £5,000 and suggested that 3-5K be allocated to BMX equipment. Concerns were raised about the impact on residents living near the proposed site, if BMX equipment



was to be positioned.

Resolved: Clerk to write to residents adjacent to the proposed site to determine if they have any reservations concerning a proposed BMX area.

Also Agreed: Clerk to contact PCSO Peter Aiston to determine his views on the positioning of the site and enquire as to if the Police would have any available funds to put towards the project.

AM

AM

Clerk advised that it had been necessary to purchase a set of football nets for Crosby on Eden, due to damage. Orchard Grounds agreed liability for damage to one set and to recompense, agreed to erect nets, repair damaged goal post net hanger and weed kill play area, free of charge.

16.4 Tarraby Common Land Pond Removal - Newt Survey

Clerk advised on the requirement for a newt survey to be undertaken by the end of May – if the Council wished for it to be done. Costs estimated as being a maximum of £150.

Resolved: Costs of up to £150 for survey approved. Clerk to employ suitably qualified ecologist to undertake the survey on the Council's behalf.

AM

SR 17/5/11 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was given and noted.

A resident of Crosby on Eden had expressed concerns over the grass and weeds on the triangle of grass in front of the bus stop at Crosby. Clerk informed the Council that Orchard Grounds had agreed to add this on to the greens maintenance contract at no additional cost. It was asked that the contractor was made aware of crocuses planted on the area.

AM

SR 18/5/11 Councillor Matters

Cllr Lightfoot advised that a resident had approached him regarding highway repairs at Holly Cottage, Houghton. These thought to have been auctioned by a City Councillor.

Clerk to pursue.

Also advised that it had been suggested that a Fir tree and lights should be erected in Houghton over the Christmas period. Clerk to investigate.

AM

AM

Cllr Telford advised that she had attended a hanging basket demonstration organised by Mr B Hill and that it had been very informative. It was requested that this feedback was relayed to Mr B Hill.

AM

Cllr Fox requested that a gate is inserted into the hedge at Crosby, to allow access onto the village green from the roadside path (near Vestaneum), the gate to open inwards. Clerk to determine if any planning regulations are required and obtain estimates.

AM

Also advised on a resident request for allotments in the area, suggesting that when the play area is moved, the old area could be converted into allotments. Clerk to determine legalities regulations regarding village greens and the situation of allotments.

AM

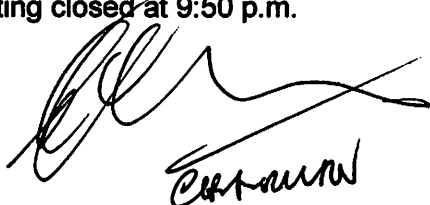
Also reported that the recently erected flood gates display a plaque acknowledging the Crosby Flood Groups efforts at Crosby in pursuing the flood defences.

Cllr Gordon advised that when turning right from Linstock village green, visibility is limited and could be helped by the erection of a mirror. One minor accident having recently taken place. Clerk to approach Highways Agency for possible recommendations.

AM

SR 19/5/11 Date of Next Meeting The next meeting is scheduled for Wednesday 8th June 2011 at 7.30pm in Crosby on Eden village hall.

The meeting closed at 9:50 p.m.



8/6/2011

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 8th June 2011 in Crosby on Eden Parish Hall at 7:30 p.m.

SR 20/6/11 Apologies for absence

Cllr R Gordon, A Lightfoot & Y Robertson.

SR 21/6/11 Present

The Chairman, Cllr C Nicholson, P Duncan, M Fox, T Scougal & J Telford.

SR 22/6/11 In Attendance

City Cllrs J Bainbridge & M Bowman.

SR 23/6/11 Declarations of Interest

None.

SR 24/6/11 Minutes of the meeting of the Parish Council held on 19th May 2011

The minutes of the meeting of the Parish Council held on the 19th May 2011 were approved, agreed and signed by the Chairman, subject to the following amendment:-
To record that 'Cllr R Gordon entered the meeting at 8:45 p.m [prior to item Electoral Review].'

SR 25/6/11 Public Participation

No members of the public attended.

SR 26/6/11 Community Policing Report

No report received.

It was reported that following Cllr Fox's attendance at the Neighbourhood Forum, it had appeared that no-action had been forthcoming, regarding speeding in Crosby on Eden.
Agreed: Clerk to pursue Cllr J Mallinson, the Highways & Transport Working Group and Inspector Diane Bradbury at Brampton Police to determine further action planned.

SR 27/6/11 Finance Matters

27.1 Resolved that the following payments be approved:-

A McCallum – Salary £ 943.50 & Re-imbursments £225.94	1169.44
Staples – Stationery	34.05
Orchard Grounds – Grounds maintenance May	454.17
Cumbria Playing Fields – Annual Subscription 2011/12 (Min No. 12.7/5/11)	25.00
Hesketh Ecology – Newt Survey (Min No. 16.4/5/11)	103.00
B Hill – Houghton in Bloom re-imbursments, plants, etc	174.16
Northern Construction – Houghton Village Hall repairs to ceiling	1068.00
Irthing Joinery – Repairs to Crosby notice board	32.40
Crosby School PTA – Grant for playground markings (Min 178.7/4/11)	500.00
Total	<u>£3560.22</u>

27.2 To note the balances at the bank as at 31st May 2011

Treasurer Account	£ 1,430.58
Money Manager Account	£ 98,095.00
Expenditure to 31/05/11	£ 5,257.02

27.3 Bank Mandate – Cheque Signatory

Cllr T Scougal completed the necessary paperwork to authorise him to be a cheque signatory.



To be
Actioned
By:

AM

SR 28/6/11 Planning Matters

28.1 Applications

11/0359 & 393 Crosby on Eden Primary School (LBC) – erection of single storey kitchen extension.

Resolved: no comments.

11/0370 Linstock Castle Farm, Linstock – Formation of a silage clamp.

Resolved: no comments.

11/0376 23 Jackson Road, Houghton – single storey rear extension to provide kitchen and lounge, porch to front elevation; pitched roof to replace flat roof to side.

Resolved: no comments.

Permissions

11/0227 & 228 Brunstock Cottage, Brunstock – demolition of existing playroom and conservatory and erection of two storey side extension to provide playroom and orangery on ground floor with 1No. en-suite bedroom above; first floor extension above utility room to provide 1No. bedroom - approved

Crosby-on-Eden Wastewater Pumping Station – demolition of existing brick kiosk and replacement with a GRP kiosk within existing wastewater pumping station site - approved.

SR29/6/11 Clerks Report

SR 4/5/11 Retired Councillors – Letter of Thanks

Letters sent 24th May 2011.

SR 12/5/11 Contracted Payments

Clerk reported that CALC advised that the council can give the Clerk delegated authority to make contractual payments falling due (with the usual two signatories) if a meeting is unable to take place – via a council resolution to this effect.

Agreed: Agenda item for July meeting.

SR 182.1/4/11 Houghton Village Green – Parking of Vehicles

See later agenda item.

SR 184/4/1 Erection of Fly Tipping Sign – Linstock Roundabout

P Gray, Green Spaces Manager, Carlisle City Council advised that a sign will be erected and that they are also looking to erect a temporary CCTV camera.

SR 15.3/5/11 Councillor Vacancies – Attracting Candidates

Advertisements placed on notice boards, website, Houghton Echo and Church magazines.

SR 15.4/5/11 Electoral Review of Cumbria Division Arrangements

Letter sent 26th May 2011.

SR16.1/5/11 Rickerby Cycle Path – Access Improvements

Clerk advised that a lower estimate had been received for the hedge cutting at Rickerby.

Resolved: Clerk to accept estimate for £150.00.

SR16.3/5/11 Tribune Drive Play Area

Consultation letter delivered to residents adjoining the play area advising of plans on the 2nd June 2011. Residents given until the 23rd June to respond. This to be an agenda item for the July meeting.

SR18/5/11 Crosby – Allotments

Clerk reported that Crosby playing field is not registered as a village green, so therefore could be used for allotments. However, discussion is on-going between Mr B Hill and Houghton Hall Garden Centre about the possibility of developing some allotments.

Agreed: Clerk & B Hill to pursue this item.

AM

Houghton Village Green – Additional Litter Bin

Clerk advised that Carlisle City Council are not able to add an additional bin onto their current cleaning round. However, suggested that maybe there is an under-used bin in the parish that could be removed and substituted? Suggestions of underutilised bins were one at St Johns Church, Houghton and the picnic bench at Linstock.

Agreed: to be an agenda item for the July meeting, Cllrs to report if any bins appear under-utilised in the parish.

ALL

SR 30/6/11 Administration & Governance

30.1 Community Parish Plan

Agreed: Working group to meet on Wednesday 29th June 2011, venue to be confirmed. Cllr Scougal also to be included in the group.

30.2 Society of Local Council Clerks Conference – 18th May 2011

Clerk reported on her attendance of the conference. Agenda items included:-

- The Localism Bill and what it will mean to our council;
- a presentation on 'empowering children through play design';
- the devolution of services and how to manage them effectively.

30.3 Cumbria Police Authority Forum

Resolved: Cllr Scougal to be the council representative.

SR 31/6/11 Village Matters

31.1 Tarraby Common Land - Pond Removal

The results of the Newt survey were considered, results indicating that the water quality is poor and no aquatic invertebrates or amphibian species were observed as being in the pond. It was also noted that it is considered highly unlikely that great crested newts could live in the pond.

Resolved: to remove the pond.

However, Clerk to write to the Tarraby Conservation Group first to gain permission to remove the pond. Also, Clerk to contact Carlisle City Council drainage Officers as it was suggested that an existing drain may need re-routed. It was also noted that adjacent field also seems to suffer from some drainage problems and it would need to be determined if the removal of the pond would exacerbate these. Cllr Nicholson agreed to determine ownership of this field.

AM

CN

31.2 Houghton Village Green – Erection of Christmas Tree

Clerk advised that she had spoken to two other Clerks on their experience of Christmas trees. Consideration needed to be given to electricity supply and cabling, cost of tree (Brampton now purchasing an artificial tree and lights at a cost of £3,200) and lights and the problem of vandalism. It was suggested that Spadadam offer free trees if transport is provided and that perhaps the illuminations could be powered via the village hall, the council contributing towards the electricity costs.

Agreed: Clerk to determine likely further costs of tree, lights and cabling.

AM



31.3 Insertion of Gate onto Village Green at Crosby

Clerk advised that no planning permission or highway permits needed to be obtained for the insertion of a gate onto the highway footpath. One quote received to date and a.n. other awaited.

Resolved: Costs of up to £400.00 approved, Cllr Fox to meet with Clerk and determine exact site of entrance.

AM/MF

31.4 Play Equipment Inspections - Linstock

A report was presented to the council highlighting options available regarding maintenance inspections.

Resolved: Pennine Playgrounds to be appointed to undertake twice yearly maintenance inspections and ROSPA to be appointed to undertake annual inspection at a total cost of £313/annum.

AM

32/6/11 Highway Matters

32.1 Linstock Junction – Visibility Improvements

Clerk advised that Highway Officer was supposed to have visited the site, but as yet, had not offered any solutions. Clerk to pursue and bring to July meeting.

AM

32.2 Houghton Village Green – Parking Deterrent

Mr B Hill's comments were taken into consideration, regarding the positioning of planters, rocks, permanent planting or grasscrete pavers.

Agreed: Clerk to determine if legislation allows for the insertion of grasscrete on a village green and if so, approximate costs.

AM

32.3 Department of Transport Consultation – HGV Trailer Sizes

Consideration was given as to a council response to a DTC consultation on a possible increase in HGV trailer sizes.

Resolved: Clerk to repond to the consultation, advising that the council:-

- Is against a possible increase in trailer size, subject to more detailed information being made available;
- would like to comment that although economic arguments provide a case for the changes, at a local level, the appropriateness of the existing highway infrastructure is considered 'problematic' and therefore would be unable to deal with larger vehicles. In particular, the A689, which runs through the Parish.
- considers that the consultation has not been circulated widely enough for consideration.

AM

SR 33/6/11 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 34/6/11 Councillor Matters

Cllr Telford advised that she had received complaints about the grass not being cut on Linstock village green. Clerk explained that this was in the process of being resolved. Also reported that the football nets had been removed. **Agreed:** Clerk to source new nets.

Also advised that she had received complaints from three Linstock residents regarding the transport of waste by United Utilities, tankers being reported to be pumping out waste at 6:00 a.m. in the morning. Advised by a Cllr that unfortunately, this situation was unlikely to improve before the waste pipeline connection under the bridge was completed, currently scheduled for July.

AM

Cllr Fox advised that Greengate Lonning highway and verge conditions were still considered unsatisfactory and that it needed established exactly what improvements were to be undertaken by Highways Department. **Agreed:** Clerk to determine.

AM

Reported that potholes had recently been filled on Green Lane and that thanks should be relayed to the Highway Steward.

AM

Reported that a tree was considered to be in a dangerous condition on the highway between Low and High Crosby, beyond the Stainegate. Asked that it be determined whose responsibility it is to maintain the tree, i.e. highways, landowners or English Heritage?

AM

Agreed: Clerk to determine.

Advised that parking provision in The Garth was still a problem and asked what progress had been made on this matter. **Agreed:** Clerk to pursue.

AM

SR 35/6/11 Date of Next Meeting The next meeting is scheduled for Wednesday 13th July 2011 at 7.30pm in Crosby on Eden village hall.

The meeting closed at 8:55 p.m.



C.F. RICHARDSON
Chairman

12/07/2011

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 13th July 2011 in Crosby on Eden Parish Hall at 7:30 p.m.

To be
Actioned
By:

SR 36/7/11 Apologies for absence
Cllr P Duncan & Y Robertson.

SR 37/7/11 Present
The Chairman, Cllr C Nicholson, M Fox, R Gordon, A Lightfoot, T Scougal & J Telford.

SR 38/7/11 In Attendance
County Councillor J Mallinson. City Cllrs J Bainbridge & M Bowman. Three members of the public.

SR 39/7/11 Declarations of Interest
Cllr Nicholson declared a personal interest in planning application No. 11/0473.

SR 40/7/11 Minutes of the meeting of the Parish Council held on 8th June 2011
The minutes of the meeting of the Parish Council held on the 8th June 2011 were approved, agreed and signed by the Chairman.

SR 41/7/11 Public Participation

Three residents of Antonine Way anmd Tribune Drive, Houghton addressed the Council with concerns regarding the Councils plans to provide additional equipment on the Tribune Drive play area. These included:-

- Concerns about possible increased levels of noise, disruption and anti-social behavior after 9:00 p.m. at night, this not being considered a problem at the moment, most children being indoors by this time;
- advised that footballs being kicked against a wall at the end of the play area cause high levels of noise and disturbance to adjacent residents. This area is bordered by bungalows occupied by elderly residents;
- additional facilities may attract children from out-with the area, these thought more likely to cause damage and disturbance;
- the provision of facilities for older children and their usage may make it intimidating for younger children to use the area;
- facilities for football exist on the village green and are therefore provided in the area.

PCSO Peter Aiston advised that in his opinion, additional facilities are welcomed, older children who have got nothing to do cause mischief and vandalism. Advised that if any incidences occur, the Police are only a phone call away. In the previous twelve months there had been 14 reported incidences of anti-social behaviour in the Tribune Drive area, these including window banging and motorbikes in the park. The Houghton area over the same period having 60 reported incidences.

A resident of Tribune Drive advised on flooding in his garden, this being due to problems with drainage in the green space and requested the Councils help in pursuing this issue with Carlisle City Council. Cllr Bowman advised that she would pursue this item on the resident's behalf.

It was agreed to move items 9.1 Tribune Drive Play area and item 9.7 Tribune Drive drainage problems to after the Police report.

Cllr Bainbridge entered at 7:40 p.m.



MB

SR 42/7/11 Community Policing Report

PCSO Aiston reported that:-

- Rickerby – theft of two sun loungers and lead from a bay window;
- Crosby & Smithy Croft – houses pelted with eggs on separate evenings;
- Crosby – criminal damage to a patio door.

He was also advised that an Environment Agency crane at Crosby had been pelted with eggs.

SR 43/7/11 Tribune Drive Play Area

Consideration was given to resident’s correspondence received regarding additional play equipment. This also included a report by Cllr Duncan on current levels of usage and behavior. It was discussed how it was important to gain everyone’s views, both residents and children’s.

Resolved: Public meeting to be arranged. Site meeting at Tribune Drive at 4:30 p.m. followed by a meeting in Houghton Village Hall at 5:30 p.m. Clerk to determine a date when Cllr Duncan is able to attend and write to all residents who had sent correspondence, informing them of the meeting. Posters to be displayed advising of the date and time on notice boards, the post office and petrol station.

AM

PCSO Aiston left at 8:00 p.m.

SR 44/7/11 Tribune Drive Drainage Problems

E-mail correspondence from a resident of Tribune Drive had been circulated to Councillors advising of drainage problems in the area, resulting in the resident’s garden being flooded. He advised the Council that he had taken up this issue with the City Council in 2008, however, nothing had been done to resolve the problem to date. Cllr Bowman advised that she would take up this matter on the resident’s behalf.

MB

Three members of the public left at 8:05 p.m.

SR 45/7/11 Finance Matters

45.1 Resolved that the following payments be approved:-

A McCallum – Salary £ 943.50 & Re-imburements £251.52	1195.02
Staples – Stationery	23.73
Orchard Grounds – Grounds maintenance June	454.17
Information Commissioner – Data registration renewal fee	35.00
Dalston Parish Council – Mobile phone recharge Oct to May 2011	89.60
Whelan Electrical – Linstock hall – replacement water & new panel heater	578.81
HMRC – PAYE & NI	710.73
B Hill – Houghton in Bloom re-reimbursements	160.54
British Telecom – Phone bill May to July 2011	79.59
SW McHale – Hedge lowering at Rickerby cycle path	180.00
Total	<u>£3507.19</u>

45.2 To note the balances at the bank as at 30th June 2011

Treasurer Account	£ 1,222.52
Money Manager Account	£ 95,405.71
Expenditure to 30/06/11	£ 8,817.24

45.3 To note receipt of £800 grant for roof repairs in Houghton Village Hall and bank interest payment of £10.71.

46.4 Bank Mandate – Cheque Signatory

Clerk explained that the original mandate had been returned as all Councillor signatures were required to authorise Cllr Scougal to become a cheque signatory. All cheque signatories signed the mandate form.

46.5 Quarterly Monitoring Report

A report of income and expenditure for the period April to June was received.

Resolved: report noted and approved.

SR 477/11 Planning Matters

47.1 Applications

11/0427 Meribel, Green Lane, Crosby on Eden – erection of single storey extension to provide 2no. en-suite bedrooms together with extended lounge.

Resolved: no comments.

11/0463 28 Whiteclosegate, Carlisle – sub-division of existing detached dwelling to form two flats.

Resolved: to object to the application, for reasons outlined below:-

- The development is considered to be an over intensification of the site, when application is considered alongside application No. 09/0349 for the erection of 1No. dwelling in rear garden of the property;
- the entrance/exit to and from the property is very narrow. Also, egress from the property has a limited sightline to the east, due to the bend and gradient of the B6264, at a point where many vehicles are still reducing their speeds - often from in excess 60 mph;
- vehicle's are frequently parked to the east and west of the existing entrance/ exit of 28 Whiteclosegate, further impeding sightlines.

11/0473 New House Poplars Farm, The Green, Houghton – variation on condition 2 of previously approved Appn ref: 11/0145, relating to approved drawings.

Resolved: no comments.

11/0532 Brunstock Cottage, Brunstock – demolition of existing playroom and & 533 conservatory and erection of two storey side extension to provide playroom and orangery on ground floor with 1No. en-suite bedroom above; first floor extension above utility room to provide 1No. bedroom (LBC) (Revised Application).

Resolved: no comments.

Permissions

11/0370 Linstock Castle Farm, Linstock – formation of a silage clamp – approved.

11/0376 23 Jackson Road, Houghton – single storey rear extension to provide kitchen and lounge, porch to front elevation; pitched roof to replace flat roof to side - approved.

47.2 Carlisle Lake District Airport – Right to Speak arrangements

Nominations to speak on behalf of the Council at the Carlisle City Council planning meeting on the 15th July were requested.

Resolved; Cllr Nicholson to attend on behalf of the Council.



CN

SR48/7/11 Clerks Report

SR 26/6/11 Crosby on Eden - Speeding

Referral has been made to the Highways and Transport Working Group and a report to be made at August's meeting.

SR 18/5/11 Allotments – Houghton Hall Garden Centre

Meeting to be arranged between Brian Hill, Elisabeth Ullnutt, Carlisle City Council and Clare Renshaw, Houghton Hall Garden Centre and Parish Council. Clerk awaiting feedback from Brian Hill on likely date.

AM

SR 31.1/6/11 Tarraby Common Land

Tarraby Conservation Group (Mr A Gosling) given Parish Council permission to remove the pond. Visible drainage pipe from the pond advised as being used to provide access from pond in adjacent field to this pond for pond life and amphibians and was a requirement of Friends of the Lake District. Mr Gosling has also advised that two groups of timber intended as a play feature have been attacked by fungus and also require removal. See agenda item 9.2 – quotes for pond removal.

SR 31.3/6/11 Insertion of Gate onto Village Green at Crosby

Estimate accepted from S McHale – awaiting completion.

SR 31.4/6/11 Play Equipment Inspections – Linstock

Pennine Playgrounds appointed to undertake twice yearly inspections.

SR 32.2/4/11 Houghton Village Green – Parking of Vehicles

Clerk asked to determine if grasscrete can be inserted into an area registered as a village green. Advised by CALC that the insertion of grasscrete is 'unlawful' as it interferes with the residents rights to lawful recreation. See agenda item 9.4.

SR 34/6/11 New Football Nets – Linstock

Clerk advised that ordered nets now returned as wrong size. Difficulties being experienced due to the goal posts being of not standard sizes. Cllr Bainbridge advised that he may be able to help locate a supplier. Clerk to pursue.

AM

SR 34/6/11 Unsafe Tree at Crosby

Clerk determined that the Highways Agency have powers to deal with dangerous trees alongside the public highway. Clerk to report. Cllr also reported that vegetation is encroaching onto the highway in the same area. Clerk to contact Highway Steward for removal.

AM

AM

SR 34/6/11 Parking Provision – The Garth, Crosby

Senior Engineering Assistant determining if the budget for additional parking is still available and will contact Clerk when determined. Cllr Bowman advised that it is not.

AM

SR 15.2/5/11 Meeting Venues 2011

Despite enquiries being made to all local venues, Clerk has not been able to secure any alternate venues on the second Wednesday of every month. The only venue being available being the Houghton village hall secondary hall, a dance class is still booked for the main hall. Hence, meetings to remain at Crosby on Eden until further notice.

Houghton Hall Garden Centre to Houghton Footpath

Advised that delay in footpath completion is due to finding unknown cables and pipes when they were erecting security fencing. Promised further updates.

AM



SR 49/7/11 Administration & Governance

49.1 Community Parish Plan

Minutes of the working group meeting held on the 29th June were circulated. Cllr Nicholson gave his apologies for his absence from the meeting.

Main points arising from the meeting included:-

- That it was considered necessary to produce a new plan;
- Cllr Duncan and Clerk to identify what has been achieved from the objectives of the old plan;
- new plan to be simplified, i.e. maximum of 3-4 pages long;
- framework to be agreed in Autumn 2011 (amended from Spring 2012);
- scope of survey to be identified i.e. who to survey, survey methods and how it should be distributed;
- is the Council to produce own plan or 'cluster' with other Parish's i.e. Kingmoor, Irthington & Scaleby';
- how the production of the plan is to be funded;
- commitment and time required by Cllrs i.e. production and distribution of plan.

Agreed: further working group meeting to be held on Wednesday 10th August 2011. Identified actions from minutes to be completed by identified individuals.

ALL

49.2 Clerks Pension

A report of the working group meeting held with an independent financial advisor on the 4th July was received.

Clerk advised that an employment advisor from the Local Society of Council Clerks advises that only a gratuity or Local Government Pension scheme can currently be contributed towards. However, the LSCC representative acknowledged that legislation on the matter is very much 'up in the air' at the moment. Clerk advised that a budget provision of £1,000 had been set aside for 2011/12 for the purpose of pension/gratuity contributions.

Resolved: Clerk to report back to Council when further legislation changes advised of and amount of £1,000 ring fenced for this purpose. Working group to meet on a regular basis to report on updates.

AM

49.3 Contractual Payments

Consideration was given to the Clerk having delegated authority to make contractual payments, if circumstances require e.g. meetings being unable to take place, due to being inquorate.

Resolved: Clerk to pay contractual payments (with the usual two signatories' agreement), if circumstances require.

AM

49.4 Stanwix Rural Parish Council Logo

Councillor's were asked to consider if they wished to change the current letterhead to the example given, using the website logo.

Resolved: to remain with existing letterhead.

Cllr Bowman & Gordon left at 8:50 p.m.

49.5 Carlisle Parish Council Association Meeting

A report by attendee was received. Advised that a presentation on the new Local Development Framework had taken place, Cllr Nicholson to distribute slides of the presentation when received. Also advised that work was beginning on a revision of the Parish Charter; further information to be circulated when available.

CN



SR 50/7/11 Village Matters

50.1 Tarraby Common Land - Pond Removal

Quotes for the removal of the pond were considered.

Resolved: to appoint Orchard Grounds Maintenance at a cost of £185.00

AM

50.2 Houghton Christmas Tree – to consider the erection of

A report was presented to the Council on the safety/insurance requirements and associated costs to erect a 20ft tree at the village hall. These included public liability insurance, PAT electrical testing, purchase and haulage of tree and lights, ground works to make a housing for the tree and underground electricity cabling requirements. Costs for the first year estimated as £2,300 and in subsequent years, £590.

Resolved: to not go ahead, due to costs being considered too prohibitive. Clerk to write to Equestrian shop advising of this.

Suggested that perhaps the village hall could erect external lights around the hall and ask the Parish Council for a contribution towards costs.

AM

50.3 Houghton Village Green Parking Deterrent

Clerk advised that CALC had advised that the insertion of grasscrete on a village green is unlawful, the Council therefore not being able to pursue this solution. Reported that a boulder had been placed on the affected part of the green (not by the Parish Council) that stopped cars parking in the area.

Agreed: to review this item in September.

AM

50.4 Linstock Benches

Consideration was given to the insertion of hard standing and paving slabs underneath the benches. Clerk advised that one quote had been received, another awaited.

Agreed: this item to be considered in September, when alternate quote received.

AM

50.5 Houghton Village Green – Additional litter bin

The removal of an under-utilised bin in the parish was considered, suggestions for removal requested. Suggested that two bins were sited near the Church and suggested that perhaps one of these could be removed.

Agreed: Clerk to determine usage levels of these bins.

AM

51/7/11 Highway Matters

51.1 Linstock Junction – Visibility Improvements

Clerk reported that a Highway Officer was to undertake a site visit w/c 18/07/11. Erection of visibility mirror advised as being unlikely as this requires Department for Transport approval, something that the Highways Officer is sure we would not get in this location.

51.2 Crosby on Eden Parking Restrictions

Councillor advised that parking issues are caused in the centre of Crosby when vehicles park on either side of the road. This causes problems if, for example, a large tractor needs to get through. Also causes problems for vehicles exiting the Row and trying to turn left, visibility being impaired if vehicles are parked on the corner. A suggested solution being staggered, restricted parking, being instigated on either side of the road outside the school and nursery.

Advised by Cllr Mallinson that the way forward is for a petition of 40 names to be given to the Local Committee for consideration in September. If agreed, by the Local Committee then it would be referred to the Highways and Transport Working Group.

Resolved: Parish Council to submit petition on behalf of Crosby residents. Clerk to prepare petition document and Cllr Fox to gain signatures.

AM/MF

51.3 Greengate Garth, Crosby – condition of road following flood defence works.

Correspondence from Highways Dept. was received, advising that no further works are planned to re-instate damaged highway verges. Cllr Fox advised that two properties have potholes at their entrances as a result of the diversion, this being due to them being used as passing places and lay-bys.

Resolved: Cllr Fox to take photographs of areas of damage and forward to Clerk who is to write to Highways Dept. (copy to Cllr Mallinson) advising of their undertaking to repair.

AM/MF

SR 52/7/11 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

Clerk advised on being contacted by a reporter from Cumbrian Newspapers for comment on an article on the Government White Paper, giving more powers to Parish Councils. Cllr Nicholson agreed to give interview on behalf of the Council.

SR 53/7/11 Councillor Matters

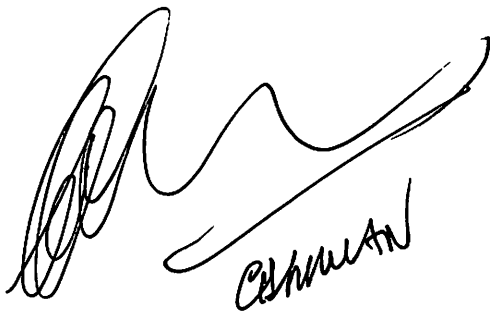
Cllr Lightfoot advised on a letter received from parishioners concerning the damaged bus shelter at the top of Tribune Drive. Advised that it has been vandalised and requires re-painting and roof repairs. Clerk advised that this bus shelter is the responsibility of Carlisle City Council. Cllr Bainbridge to progress.

JB

Cllr Fox advised that a photo opportunity was to take place on Tuesday 26th July, organised by the Environment Agency to celebrate the completion of the flood defence works. All invited to attend.

SR 54/7/11 Date of Next Meeting The next meeting is scheduled for Wednesday 14th September 2011 at 7.30pm in Crosby on Eden village hall.

The meeting closed at 9:35 p.m.



Cllr Lightfoot

7/5021/2011

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 7th September 2011 in Crosby on Eden Parish Hall at 7:30 p.m.

SR 55/9/11 Apologies for absence
Cllr M Fox & R Gordon.

SR 56/9/11 Present
The Chairman, Cllr C Nicholson, P Duncan, A Lightfoot, Y Robertson, T Scougal & J Telford.

SR 57/9/11 In Attendance
Two members of the public.

SR 58/9/11 Declarations of Interest
No declarations.

SR 59/9/11 Minutes of the meeting of the Parish Council held on 13th July 2011
The minutes of the meeting of the Parish Council held on the 13th July 2011 were approved, agreed and signed by the Chairman.

SR 60/9/11 Public Participation
A resident of Crosby on Eden addressed the Council with concerns regarding speeding vehicles through Crosby. These included:-

- The position of the 30mph sign at the Church was in the residents opinion, badly placed;
- The 30mph sign near the playground is too small and should be larger;
- Motorbikes had been witnessed travelling at speeds estimated at 150 mph and the resident would recommend the insertion of sleeping policeman to counteract speeding through the village.

SR 61/9/11 Community Policing Report
Apologies received from PCSO Aiston. In his absence a report was submitted that advised of:-

- Vehicle damaged at Green Lane Houghton, the vehicle having been 'keyed';
- Brunstock Lane, Houghton - burglary of an outbuilding, nothing was stolen but phone lines had been cut;
- Houghton Hall Garden Centre - generator stolen, a person having been arrested;
- Theft of a rear window from a Mini Cooper at Midas Cars;
- Walby - burglary at a farm. Offenders gained entrance to the house and garage. A TV, gold watch, money box and quad bike stolen;
- Houghton - report of a group of around 15 youths hanging around the green, apparently they were starting to fight, but nothing was seen on Police arrival.

SR 62/9/11 Finance Matters

62.1 Resolved that the following payments be approved:-

A McCallum – Salary £ 943.50 & Re-imburements £133.59	1077.09
Staples – Stationery	93.12
Carlisle Business Supplies – Copier Paper	16.74
Irthing Joinery – Linstock notice board repair	50.40
Total	<u>£1237.35</u>



62.2 To note the balances at the bank as at 31st August 2011

Treasurer Account	£ 2,000.00
Money Manager Account	£ 96,009.71
Expenditure to 31/08/11	£ 13,824.60

62.3 To note receipt of £350 Carlisle City Council grant for Houghton in Bloom and Concurrent Services grant for £6,213.

62.4 Parish Council and Village Hall Grant Scheme 2011/12 – Second Round Projects for grant applications were considered, a report being circulated to Cllrs from Crosby on Eden Hall Committee outlining plans to convert a storage room into an additional meeting space. This will require the construction of a new fire exit and purchase of a shipping container to be used for storage purposes.

Resolved:

Crosby Hall – costs of £7,500 for new fire exit, shipping container and associated costs approved. Grant application to be made to Village Hall Grant Scheme for £1660, balance to be paid out of funds held by Parish Council on behalf of Crosby Hall.

Linstock Hall – Grant application to be made to Village Hall Grant Scheme for £500 towards electrical work.

AM

Two members of the public left the meeting.

SR 63/9/11 Planning Matters

63.1 Applications

None to be considered.

Permissions

11/0359 Crosby on Eden Primary School – erection of single storey kitchen extension – approved.

11/0427 Meribel, Green Lane, Crosby on Eden – erection of single storey extension to provide 2no. en-suite bedrooms together with extended lounge - approved.

11/0463 28 Whiteclosegate, Carlisle – sub-division of existing detached dwelling to form two flats - approved.

11/0532 Brunstock Cottage, Brunstock – demolition of existing playroom and conservatory and erection of two storey side extension to provide playroom and orangery on ground floor with 1No. en-suite bedroom above; first floor extension above utility room to provide 1No. bedroom (LBC) (Revised Application) - approved.

63.2 Planning Conditions concerning Little Bobbington, The Knells

A letter from a resident concerning the lack of enforcement of planning conditions for a development at Little Bobbington was considered.

Resolved: Clerk to write to Planning Enforcement Officers (copy to resident) requesting a swift resolution to all concerned.

AM

SR 64/9/11 Administration & Governance

64.1 Council Vacancy

It was **Resolved:** that this item be considered as a Part B item, press and public being excluded.

Consideration was given to an application for co-option onto the Council. Letter of application and C.V. circulated to all members present.

Resolved: unanimously voted against co-opting the applicant to the Council.

AM

The convening of interview panels was discussed.

Agreed: the convening of interview panels/sub-committees to be included as an agenda item for October's meeting.

AM

63.2 To note the balance at the bank as at 31st August 2011

Expenditure to 31/08/11	£ 18,824.60
Money Manager Account	£ 98,000.00
Treasurer Account	£ 2,000.00

63.3 To note receipt of £100 Grants for litigation in Bliton and Concomit Services grant for £8,210.

63.4 Parish Council and Village Hall Grant Scheme 2011/12 - Second Round
 Projects for grant applications were considered, a report being prepared to the Parish Council on Ebbon Hall Community Learning Centre to convert a storage room into an additional meeting space. This will reduce the cost of a new and extend courses of a shipping container to be used for storage purposes.

Reservoir
 Grosby Hall - cost of £1,800 for new fire extinguishers and associated costs approved. Grant application to be made to Village Hall Grant Scheme for £1,000. Balance to be paid out of funds held by Parish Council on behalf of Grosby Hall.
 Littleton Hall - Grant application to be made to Village Hall Grant Scheme for £200 towards electrical work.

Two members of the public left the meeting

63.5 Planning Matters

63.5.1 Applications
 None to be considered

63.5.2 Extensions

11/02/12 Grosby on Ebbon Primary School - extension of single storey kitchen extension - approved
 11/02/12 Mewell Green Farm, Grosby on Ebbon - extension of single storey extension to provide two en-suite bedrooms together with extended lounge - approved
 11/02/12 28 Whitechapel, Gathorne - sub-division of existing detached dwelling to form two flats - approved
 11/02/12 Gnatlock Cottage, Gnatlock - demolition of existing playroom and conservatory and erection of two storey side extension to provide playroom and orangery on ground floor with two en-suite bedrooms above first floor extension above main room to provide two bedrooms (LBO) (Revised Application) - approved

63.5.3 Planning Conditions concerning Little Lobbington, The Little
 A letter from a resident concerning the lack of enforcement of planning conditions for a development at Little Lobbington was considered.
 Received: Clerk to Planning Enforcement Officers (copy to me only), requesting a will resolution to all concerned.

63.5.4 Administration & Governance

63.5.4.1 Council Vacancy
 It was resolved that this item be considered as a Part 2 item press and public being excluded.

Consideration was given to an application for a grant onto the Council. Letter of application and C.V. circulated to all members present.
 Resolved: unanimously voted against copying the applicant to the Council.

The convening of interviews for the award of grants was discussed.
 Agreed: the convening of interviews should be considered to be included as an agenda item for Council's meeting.

64.2 Community/Parish Plan

A draft copy of the Community Plan questionnaire was circulated.

Resolved: Clerk to:- insert pale lines in comments areas; insert a line encouraging residents to become a Councillor; work on presentation of document and insert logo; prize voucher amount of £100 agreed; scoping survey (approx. 30) to be undertaken by Clerk, prior to complete survey being distributed - the results of the scoping survey to be fed back to October meeting; deadline for full survey responses to be the 30th November, prize draw to take place at December meeting.

Clerk also advised that an application for grant funding from ACT had been submitted.

AM

64.3 HM Queens Diamond Jubilee 2012

Ideas on how the event could be commemorated were invited, the Clerk having received correspondence from the Lieutenancy of Cumbria advising of their intention to light beacons. Clerk also advised of a resident's suggestion to place a bench near the flood defenses at Crosby.

Resolved: Council feel unable to nominate or suggest landowners willing to have a beacon. Clerk to determine costs for installation of bench at Crosby for October's meeting.

AM

SR 65/9/11 Village Matters

65.1 Tribune Drive Play Area

A report of the meeting held on the 24th August was received and a map of the proposed football and netball/basketball areas circulated.

Resolved: netball/basketball and football areas to be incorporated onto the tarmac area. Clerk to work alongside Carlisle City Council Officers on the procurement of noise reducing equipment, the marking of areas and the incorporation of plastic matting at football goal mouths.

AM

65.2 Football Goals at Houghton & Linstock

Houghton village green - Clerk advised on a resident request for the goalmouths to be refurbished (due to the presence of rocks and lack of grass) and for new nets.

Linstock - Clerk advised that she had been unable to procure nets of the right size for Linstock goals, the posts being of a unique size. Investigations into purchasing bespoke nets had been found to be cost prohibitive. Replacement of the posts is therefore recommended, the posts not being compliant with Football Association standards.

Resolved: Houghton - Clerk to determine costs of replacement nets and ground resurfacing works necessary for Houghton for October meeting. Linstock - Purchase and erection of goalposts and nets agreed at a cost of £700.

AM

65.3 Crosby on Eden Village Hall - Hedge Reduction

It had been asked that the Council consider a reduction in the size of the hedge at Crosby on Eden Hall by approximately 50% to aid visibility.

Clerk also advised that the gate had been inserted between the road and car park.

Resolved: Clerk to determine costs for October meeting.

AM

65.4 Grass Cutting Schedule 2011

A letter was received and circulated advising of difficulties experienced this year with completing the contract to expected levels from Orchard Grounds Maintenance. This also contained an offer of financial compensation.

Agreed: Clerk to write to Orchard Grounds to determine how many cuts and the dates of cuts taken place this year, to date. To also request a schedule of any future work likely to be undertaken before the end of the contract term. This item will then be considered in October.

AM

64.2 Community Hall - A draft copy of the Community Hall lease agreement was received and a copy of the agreement was provided to the Clerk. The Clerk advised that the agreement was reviewed and approved by the Council. The Clerk also advised that an application for a building permit for the hall had been submitted to take place at the next meeting.

64.3 Hall Closure - The Clerk advised that the hall was closed for a period of time due to the hall being reserved for a community event. The Clerk advised that the hall was closed for a period of time and that the hall was reserved for a community event. The Clerk also advised that the hall was reserved for a community event.

64.4 Village Hall - The Clerk advised that the hall was reserved for a community event. The Clerk advised that the hall was reserved for a community event. The Clerk also advised that the hall was reserved for a community event.

64.5 Football Ground - The Clerk advised that the ground was reserved for a community event. The Clerk advised that the ground was reserved for a community event. The Clerk also advised that the ground was reserved for a community event.

64.6 Village Hall - Hedge Reduction - The Clerk advised that the hall was reserved for a community event. The Clerk advised that the hall was reserved for a community event. The Clerk also advised that the hall was reserved for a community event.

64.7 Village Hall - Hedge Reduction - The Clerk advised that the hall was reserved for a community event. The Clerk advised that the hall was reserved for a community event. The Clerk also advised that the hall was reserved for a community event.

65.5 Houghton Village Green – Additional litter bin

A report was received from Cllr Duncan on the usage levels of litter bins in Houghton. It was determined that the least used bin is at the bus stop. It was therefore recommended that this bin should be removed and re-sited beside the bench at the top of the village green.

AM

Resolved: Bin to be removed and re-sited. However, a sign to be placed on bin advising of the intention for its removal to be placed for 2 weeks prior to removal. Clerk to also investigate if no legal or highway consents are required.

AM

It was also discussed how Houghton had recently won the tidy village award for Cumbria in Bloom. Congratulations to be conferred to Mr B Hill for his input into achieving the award.

66/9/11 Highway Matters

66.1 Houghton Village Green – Parking Deterrent

The planting of small, spiky shrubs on the village green to deter parking was considered.

AM

Resolved: Clerk to contact B Hill on suitability, the shrubs to be planted in-between existing stones. Costs of up to £100 approved for purchase of the shrubs.

Crosby on Eden Parking Restrictions - Petition

CN

Clerk advised that the petition was to go forward to the Local Committee meeting on the 14th September and advised that Cllr Nicholson had offered to attend and speak on the Councils behalf.

SR 67/9/11 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 68/9/11 Councillor Matters

Cllr Scougal advised that the bus shelter at Crosby Moor was filled with rubbish. Clerk advised that this shelter was owned by the Parish Council and the Council was therefore responsible for the clearance of rubbish. Cllr Scougal advised that he was willing to clear it.


TS

Cllr Telford advised on a resident request that a 20 mph speed limit be investigated for the road that ran adjacent to the green at Linstock. Clerk advised that she did not think that regulations permitted this, but she would contact Cumbria Highways, make the request and report back to the Council.

AM

SR 69/9/11 Date of Next Meeting The next meeting is scheduled for Wednesday 12th October 2011 at 7.30pm in Crosby on Eden village hall.

The meeting closed at 9:25 p.m.


C. P. Nicholson
CHAIRMAN

12/10/2011

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 12th October 2011 in Crosby on Eden Parish Hall at 7:30 p.m.

To be
Actioned
By:

SR 70/10/11 Apologies for absence
Cllr Y Robertson & A Lightfoot.

SR 71/10/11 Present
The Chairman, Cllr C Nicholson, P Duncan, M Fox, R Gordon, T Scougal & J Telford.

SR 72/10/11 In Attendance
County Councillor J Mallinson, City Councillor M Bowman & J Bainbridge.

SR 73/10/11 Declarations of Interest
No declarations.

SR 74/10/11 Minutes of the meeting of the Parish Council held on 7th September 2011
The minutes of the meeting of the Parish Council held on the 7th September 2011 were approved, agreed and signed by the Chairman.

SR 75/10/11 Public Participation

Cllr Bainbridge and Bowman advised the Council that in future, they may not attend the complete duration of Parish Council meetings, attending only for items that concern the City Council or for those items that they feel able to input too. This decision is due to increased workload and subsequent time constraints. **Agreed:** items that concern City Councillor's to be moved forward on agenda, if necessary.

Cllr Bainbridge also advised that the bus shelter on Tribune Drive was to be re-painted and re-roofed, the work to be undertaken by the probation service, in the near future.

SR 76/10/11 Community Policing Report

Apologies received from PCSO Aiston. In his absence a report was submitted that advised of:-

- Houghton - Vehicle damaged whilst parked on the Green (lay-by at the shop), a vehicle having been scratched down one side.
- Brunstock - Burglary while house was unoccupied. Three fob watches stolen.
- Linstock - Shed broken in to at Linstock, items stolen being power tools to the value of £1,000. This included chainsaws, drills, lawnmower, strimmer, hedge trimmer, leaf blower, pressure washer. Around the same night, another shed in Linstock was damaged but offenders could not gain entry.
- Brunstock - Theft of diesel from GD & M Dunglinson. The diesel was taken from a vehicle over-night.
- Anti Social Behaviour - Report of three young males at Houghton Village Hall doing "wheelies" on their scooters. Males traced and warned.
- Houghton - Report from a resident of Houghton voicing concerns about speeding vehicles coming in off the 40mph zone motorway bridge. This is after a few near misses. We are currently monitoring the situation and will endeavour to enforce the speed limits.

Cllr Mallinson also advised that the Police budget had been drastically reduced, however, the aim was to reduce the impact on frontline services as much as possible. Police Officer numbers to be reduced from 12,080 to 11,500 through natural wastage, Officers being unable to be made redundant.



SR 77/10/11 Finance Matters

77.1 Resolved that the following payments be approved:-

A McCallum – Salary £ 943.50 & Re-imburements £171.10	1114.60
J Airey – Internal Audit fee 1 st April to 30 th September 2011	140.80
Staples – Stationery & Laminator	93.04
Houghton Village Hall – Grant towards publication of Houghton Echo	500.00
PC Fixer – Computer repairs	40.00
S Splinter – Tarraby Pond filled in	300.00
British Telecom – Phone Bill Oct to Jan 2012	81.38
BDO LLP – External Auditors Fee 2010/11	<u>480.00</u>
Total	<u>£2749.82</u>

77.2 To note the balances at the bank as at 30th September 2011

Treasurer Account	£ 1,954.45
Money Manager Account	£ 94,821.84
Expenditure to 30/09/11	£ 15,070.15

77.3 To note receipt of £12.13 interest.

77.4 Quarterly Monitoring Report

A report on income and expenditure for the period 1st July to 30th September was received. Clerk advised that an under spend of £10,250 on the grants to other organisations budget was likely.

Agreed: Finance working to meet on Wednesday 19th October 2011, at Crosby village hall. Group to consist of Chairman, Cllr Fox, Gordon, Telford & Scougal.

77.5 Internal Auditors Report

The report of the internal auditor for the period 1st April to 30th September 2011 was received and noted. This included comments on the high levels of cash reserves held by the Council.

77.6 Audit Commission Annual Return 2010/11

The Clerk reported that the external audit had been completed. Issues arising and brought to the Councils attention being the level of Fidelity Guarantee insurance cover held.

Resolved: Annual return approved and action agreed as to review levels of Fidelity Guarantee insurance in February 2012.

AM

77.7 Precept Setting 2012/13

Agreed: agenda item for Finance group meeting to take place on 19th October 2011.

AM

77.8 Clerk's Salary Increase

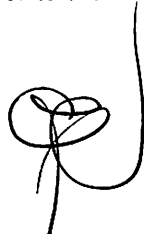
The annual incremental rise (as per contract of employment) to LCR 1, Spinal Point 7 was considered.

Resolved: to increase to LCR1, spinal point 7.

77.9 Clerk's Mileage payments in attending Society of Local Council Clerks meetings

Consideration was given to the payment of mileage expenses for the Clerk's attendance at SLCC meetings, these usually held at Penrith.

Resolved: mileage expenses to be paid for 2011 only, it being felt that as the Clerk is Treasurer to the Cumbria Branch, these expenses should be covered by the Society.



SR 78/10/11 Planning Matters

78.1 Applications

1/11/9016 Crosby on Eden Wastewater Pumping Station, Green Lane – to amend condition 2 of application 1/11/9010 in order to reposition the control kiosk and access gate.

Resolved: that “no observations” should be made.

11/0692 The Croft, Houghton – change of use of first floor domestic/commercial storage space to provide additional residential accommodation; insertion of additional window openings.

Resolved: that “no observations” should be made.

11/0760 Garden Cottage, High Crosby – installation of new entrance gates and entrance porch (retrospective) and erection of storage building attached to the existing garage.

Resolved: to comment that:-

- o It was felt that the application documents were unclear, as regards exactly what is proposed and where the development is to be situated;
- o that the application seeks permission for domestic purposes when the buildings may be used for business purposes.

11/0777 Houghton Hall Garden Centre – replace existing signage at entrance to garden centre.

Resolved: that “no observations” should be made.

Permissions

11/0587 54 Jackson Road, Houghton – erection of front entrance porch – approved.

78.2 Carlisle City Council Planning Core Strategy Issues and Options Consultation

Consideration was given to a Parish Council response to the above document.

Resolved: Council to submit a response, interested Councillors to attend Finance Meeting, this item to be considered afterwards.

ALL

SR 79/10/11 Clerks Report

SR 51.1/7/11 Linstock Junction (U1176 with the C1015) – Visibility Improvements

Sarah Steel, Highways Officer advises that the junction was checked on the 22nd September and the visibility was found to meet the existing standards for this classification of road. In both directions the visibility splay exceeded 4.5m x 210m (for the roads concerned 4.5m x 90m would be the minimum requirement).

SR 63.2/9/11 Planning Conditions concerning Little Bobbington, The Knells

Planning Officer advises that the condition on the original planning application approval advises that the external walls must be dashed prior to the garage being brought into use. As far as he is aware the garage has not been brought into use, making it difficult for the Council to take any action to enforce this condition. Advises that he has also spoken to Mr Nicholson regarding the matter and due to his current financial position, he is unable to finish the garages at this moment in time.

SR 68/9/11 Linstock – 20 mph speed limit request

R Hayward Area Engineer, Cumbria Highways advises that the U1176 currently has no speed limit regulation i.e. it is not covered by the 30 mph zone through the village. If a Traffic Regulation Order for a 20 mph limit was to be applied for through the Neighbourhood Forum, a speed survey would have to be undertaken demonstrating that the 85th percentile



speed is already below 25 mph due to the existing road topography.
See agenda item 10.2.

SR 80/10/11 Administration & Governance

80.1 Connecting Cumbria Broadband Project – Meeting held 12th October

Report circulated compiled by Cllr Duncan who attended on behalf of the Council. Advised that the project exists to co-ordinate clusters of Parish Councils to assess if better broadband facilities are required in rural areas and if communities are prepared to 'buy-in' and commit to particular broadband services – if the need is determined to exist. SRPC broadband access considered to be patchy and disparate.

Resolved: Parish Plan survey to include a question to determine if residents are satisfied with current broadband provision or not.

AM

80.2 Community/Parish Plan

The sample survey results of thirty households in the Parish were circulated. Cllrs agreed that the information gleaned was good and no further amendments to the survey were required – subject to the inclusion of a broadband question (see above).

Resolved: Full survey to be produced and circulated, costs of up to £1,000 approved for this purpose. Surveys aiming to be distributed in October, results back by the end of November and future public meeting dates to be arranged at December's P.C. meeting.

AM

80.3 Boundary Commission

Consideration was given to the submission of a Council response concerning the Boundary Commissions draft proposal to alter constituency boundaries and reduce the amount of M.P.'s from 650 to 600. Chairman circulated a report to members outlining some background information on this issue and advised that as an individual, he had requested the right to speak on this matter.

Resolved: Council to respond to the proposals advising that the Council believes that the existing six M.P.'s are the required optimum number to reflect the local communities. However, if a reduction to five M.P.'s is found necessary, then the boundaries will need to be re-drawn, to reflect the scattered nature of our communities.

AM

Chairman to also represent the Parish Council view's if able to register the right to speak on the Councils behalf.

CN

80.4 Interview Panels/Committees

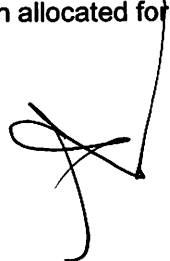
Agreed: this item would be considered at the November meeting, due to time constraints and the Clerk advising that she was currently preparing new Standing Orders for the Council that include the convening of committees.

AM

80.5 CVS Funding Fair, Penrith

A verbal report by the Clerk was received. This included:-

- Only 9 providers attended the Fair, this being significantly fewer than in previous years and reflected how grant funding availability had dropped in the current financial climate.
- Providers that attended highlighted that funding strategies had altered from the distribution of funding being given on project merit to only allocating funding for projects that were self sustainable or generate income, i.e. Co-operatives, alternative energy sources, etc.
- Only one possible funder for play equipment had been determined and all funds had been allocated for this year.



SR 81/10/11 Village Matters

81.1 Grass Cutting Schedule 2011

The termination of the contract, level of service and payments made to date was considered. The Council was advised that no further work in the Parish had been undertaken and it had therefore been found necessary to employ another Contractor, due to the condition of the village greens and common lands.

Resolved: No further payments to be made to Orchard Grounds until legal advice from NALC is obtained regarding the Councils position on the termination and breach of the contract.

AM

81.2 Crosby Bench

Estimates were considered to purchase a memorial bench, to be sited near the flood defenses.

Resolved: Three seater hardwood bench to be purchase from Open Doors Cumbria at a cost of £750. Bench to be treated only – not painted.

AM

81.3 Houghton Village Green – Additional litter bin

A resident's objection to the removal of the bin at Jackson Road was considered.

Resolved: Clerk to take advice from the contractor as to which bin will be easier to remove and then proceed accordingly.

AM

82/10/11 Highway Matters

82.1 Houghton Village Green – Parking Deterrent

A letter from the Houghton in Bloom group was circulated. The letter advising that it did not consider that the planting of spiky shrubs would be a solution. It was also suggested that a Landscape Architect may be able to design a landscape scheme for the area.

Resolved: Clerk to contact highways department to determine the suitability of bollards being placed in the area.

AM

82.2 Linstock – Speeding on U1176

Correspondence from Highways Officers regarding a reduction in the speed limit to 20 m.p.h. was considered, following a resident request. Advised that a speed survey would have to be undertaken before a Traffic Regulation Order would be progressed through the Neighbourhood Forum.

Resolved: Clerk to progress and request that a speed survey is undertaken.

AM

82.3 Crosby on Eden – HGV's in Green lane

A resident requested that the Council take action on the use of Green lane (a dead end) by HGV's who are lost, after using Satellite Navigation equipment.

Resolved: to request that Highways erect a sign advising that the road is to be closed in the near future, the Highways department to liaise with United Utilities on this matter. To also investigate if 'unsuitable for HGV' type signs can be erected at junctions to the A689.

AM

SR83/10/11 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted. This included as request for a donation towards start-up costs for a Rainbow's Group at Cumwhinton. **Resolved:** to write advising that it is not within the Councils powers to support such groups who are not within the Parish.

AM



SR 84/10/11 Councillor Matters

Cllr Nicholson advised that in the heavy recent rainfall, a manhole cover in the Car Park at Houghton village hall was 'bubbling' this indicating that a blockage may have occurred.
Agreed: Clerk authorised to instruct drainage contractor to determine if a blockage had occurred and if this was on Council property.

AM

SR 85/10/11 Date of Next Meeting The next meeting is scheduled for Wednesday 9th November 2011 at 7.30pm in Crosby on Eden village hall.

The meeting closed at 10:15 p.m.



Cllr Nicholson

9/11/11

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 9th November 2011 in Crosby on Eden Parish Hall at 7:30 p.m.

SR 86/11/11 Apologies for absence

Cllr P Duncan & R Gordon.

SR 87/11/11 Present

The Chairman, Cllr C Nicholson, M Fox, A Lightfoot, Y Robertson, T Scougal & J Telford.

SR 88/11/11 In Attendance

County Councillor J Mallinson, City Councillor M Bowman & J Bainbridge.

1 member of the public.

SR 89/11/11 Declarations of Interest

Cllr Fox declared personal interests in planning applications 11/0887, 11/0906 & 11/0890.

SR 90/11/11 Minutes of the meeting of the Parish Council held on 12th October 2011

The minutes of the meeting of the Parish Council held on the 12th October 2011 were approved, agreed and signed by the Chairman.

SR 91/11/11 Public Participation

A resident of Crosby on Eden advised the Council that last year pot holes (estimated depth of 125 mm deep) in Green Lane had damaged two tyres on his vehicle to the value of £130. He advised that the repairs to the road undertaken last year are already beginning to disintegrate, it thought likely that the pot holes will re-appear again over the winter months. He asked the Council who was responsible for the maintenance of Green Lane; County or City Council? County Councillor J Mallinson advised that he thought that the City Council would be responsible for the road and that he would have a look at the area in daylight hours with a Highways Officer and report back to the resident on any remedial actions to be taken.

Cllr Fox advised that in an earlier meeting between a Highway Officer, the Clerk and himself, the Highways Officer had advised that the High to Low Crosby Road was to be resurfaced in 2012 and could Green Lane also be included? Also commented that works are also to be undertaken by United Utilities to lay a sewage drain are also to be undertaken and need to be taken into consideration.

Agreed: Clerk to write to Highways Department (Cllr Mallinson & Bowman to determine who is responsible for this area) to notify them of the above.

City Councillor J Bainbridge entered at 7:50 p.m.

Member of public left at 7:55 p.m.

SR 92/11/11 Community Policing Report

Apologies received from PCSO Aiston, no report being made available.

A Cllr raised that a Police speed check vehicle had been positioned on Houghton Road. It was discussed that the positioning of the vehicle would have been more appropriate in the centre of the village. It was also discussed that the time that the vehicle was in-situ (2 p.m. in the afternoon) was not when speeding is more widely evidenced at busier times, i.e. 8-9:30 p.m.

Agreed: Clerk to notify Police of these observations.

To be
Actioned
By:

JM/MB

AM

AM



SR 93/11/11 Finance Matters

93.1 Resolved that the following payments be approved:-

A McCallum – Salary £968.45 & Re-imburements £155.67	1124.12
HMRC – PAYE & NI	964.54
Staples – Stationery & Stamps	26.70
WM Strike – Voucher contribution	50.00
Andidrain – Crosby Hall - Drain clearance	234.00
Finesse Windows – Crosby Hall – French door installation	1,880.40
Royal Mail Group – Business Reply Service License	80.20
B Hill – Houghton in Bloom reimbursements	389.31
Garthside Landscapes – Grass cutting	370.00
Cumbria Mailing Services – Parish Plan survey & postage	598.03
Total	<u>£5717.30</u>

93.2 To note the balances at the bank as at 31st October 2011

Treasurer Account	£ 2,004.63
Money Manager Account	£ 92,423.66
Expenditure to 31/10/11	£ 17,819.97

93.3 To note receipt of £401.82 VAT repayment for the period May to October 2011.

93.4 Budget & Precept 2012/13

A report was presented to the Council following a finance meeting held on the 19th October. The report outlined a recommended budget for the financial year 2012/13 and the levels of financial reserves that were likely to be held in March 2012.

Resolved:

- Budget to be increased in relevant budget areas by rate of inflation - 5.2%;
- precept to remain at current level of £40,450;
- budget areas to be reduced/increased as per report recommendations;
- estimated reserves of £46,000 to be transferred into project budget and reviewed in February 2012.

93.5 Society of Local Council Clerks – Membership 2011

The Clerks membership to the society was considered, annual membership being £118.00.

Resolved: to continue membership, on behalf of the Clerk.

AM

93.6 Parish Council Printer

Clerk reported that the old printer was un-economic to repair and therefore a new printer was required. Advised that to buy a suitable office model would cost £699 + VAT or a leasing arrangement on the same model was also available, costs being calculated on the number of copies made.

Agreed: To review estimated monthly costs at next meeting.

AM

93.7 Reimbursement of Councillors Expenses

Consideration was given to the re-imburement of expenses incurred in a Cllrs role, i.e. mileage, stationery, postage, etc.

Agreed: Clerk to draft resolution for mileage re-imburement of 45p/mile, to be paid to Cllrs for duties undertaken, i.e. meeting attendance, on behalf of Council. This item to be further considered at December meeting.

AM



94/11/11 Highway Matters (moved due to County/City Cllr attendance required)

94.1 Crosby on Eden Speeding and Parking Issues

Consideration was given to the progress of these items through the Neighbourhood Forum and Local Committee.

Cllr Fox advised that very little had appeared to have been progressed on the issue of speeding and parking in Crosby, despite these issues having been advanced through Committee's in January (speeding) and September (parking petition). No feedback having been received, this being considered discourteous. Cllr Mallinson advised that he felt that the comments made were valid and would personally take responsibility to see that these issues were progressed and considered further by the relevant committee's in the New Year.

JM

Cllr Mallinson & Bowman left at 8:25 p.m.

SR 95/11/11 Planning Matters

95.1 Applications

11/0862 3 Eden Mews, Crosby on Eden – Installation of multi fuel stove and external flue pipe (LBC).

Resolved: that "no observations" should be made.

11/0887 6 Vestaneum, Crosby on Eden – conversion of garage to living area, single storey side and rear extension to provide extended kitchen and sun room with en-suite dressing room and erection of double garage to front elevation.

Resolved: to recommend that any further development in the village of Crosby on Eden should be subject to existing sewage and surface water drainage systems having sufficient capacity to cope with the additional levels of usage.

11/0890 Crosby on Eden Parish Hall, Low Crosby – temporary siting of shipping container.

Resolved: that "no observations" should be made.

11/0895 39 Jackson Road, Houghton – erection of single storey side and rear extension to provide kitchen and dining room.

Resolved: to comment that it had been reported to the Parish Council that work on this application had already been started.

11/0900 & 901 (LBC) Tarraby Farm, Tarraby – installation of 18No. photovoltaic panels to outbuilding roof.

Resolved: that "no observations" should be made.

11/0906 The Old Police House, Crosby on Eden – removal of existing garage; erection of two storey side and single storey rear extension to provide playroom, garage, utility room and kitchen on ground floor, with 2No. bedrooms, bathroom and study above.

Resolved: to recommend that any further development in the village of Crosby on Eden should be subject to existing sewage and surface water drainage systems having sufficient capacity to cope with the additional levels of usage.

11/0924 42 Antonine Way, Houghton – erection of replacement conservatory.

Resolved: that "no observations" should be made.



Permissions

11/0760 Garden Cottage, High Crosby – installation of new entrance gates and entrance porch (retrospective) and erection of storage building attached to west end of existing garage- approved.

1/11/9010 Crosby on Eden Wastewater Pumping Station, Green Lane, Low Crosby – Section 73 application to amend condition 2 of application 1/11/9010 in order to reposition the control kiosk and access gate – approved.

11/0692 The Croft, Houghton – change of use of first floor domestic/commercial storage space to provide additional residential accommodation; insertion of additional window openings – approved.

11/0777 Houghton Hall Garden Centre, Houghton – replace existing signage at entrance to Garden Centre – approved.

95.2 Carlisle City Council Planning Core Strategy Issues and Options Consultation

The response formulated at the working group meeting was considered for ratification by the full Council.

Resolved: Amendments to the circulated document were agreed, this response to be forwarded to Carlisle City Council.

AM

95.3 Cumbria Minerals & Waste Development Framework Site Allocations Policies and Proposals Map.

Consideration was given to the above document being re-submitted and if a further Parish Council response was necessary.

Resolved: to respond that any decision should be weighted in favour of local aspirations and opinion.

AM

SR 96/11/11 Clerks Report

Houghton Hall Garden Centre – Provision of Allotments

Informed by Houghton Hall manager that discussions within group are ongoing, a proposal to be put forward to owner shortly – whom the decision ultimately rests with.

SR 80.1/10/11 Connecting Cumbria Broadband Project

Question included concerning satisfaction with broadband provision included on Parish Plan Survey questionnaire.

SR 80.2/10/11 Parish Plan

Survey posted by distribution company to 1,329 households on 31st October 2011. Clerk reported that a grant for £500 towards the production of the plan had been successfully applied for from Action with Communities in Cumbria. Clerk advised that 65 surveys had been returned to date and some help with the entry of the results may be required. Cllrs Fox, Telford and Scougal offered help if required.

SR 80.3/10/11 Boundary Commission – consultation of electoral boundaries

SRPC comments submitted to Boundary Commission 21st October 2011.

SR 81.3/10/11 Houghton Village Green – Movement of Bin

Clerk advised by contractor that bin on edge of Jackson Road will be easiest to move. Quote of £100 for this to be re-sited on concrete base received. Awaiting permission from Carlisle City Council before authorising contractor to move bin.

SR 82.1/10/11 Houghton Village Green – suitability of bollards

Clerk advised that bollards may be placed on village green as long as clearance of half a metre from the road surface is allowed. Concerns were raised that this may just 'push' parking further down the green.

Agreed: Clerk to approach Westwood Nurseries on costs of scheme for area and this item to be brought to December meeting.

AM



SR 82.2/10/11 Linstock – Speed Survey on U1176

Highways Offer advised that a speed survey (if requested) would be undertaken by February 2012, at the earliest.

Agreed: Clerk to request that a speed survey is undertaken and also request that Cllr Mallinson progress this issue on behalf of the Council.

AM/JM

SR 82.3/10/11 Crosby on Eden – HGV's in Green Lane

Clerk reported that existing sign is situated in the correct location, in respect of the road. Highways Officer suggested that (subject to Local Committee approval) a further sign could be placed at the junction between the road and the spur to Green Lane.

Agreed: Clerk to pursue the above and also advise that the signage needs to be positioned from both directions.

AM

SR84/10/11 Blocked drain in Houghton Village Hall Car Park

No action deemed necessary after Highway Steward unblocked drain running under property on Houghton Road that had been found to be clogged-up by tree roots.

SR 97/11/11 Administration & Governance

97.1 Gypsy & Traveller Sites

Consideration was given to an approach by Westlinton P.C. to hold a joint meeting, concerning the positioning of traveler sites in the Carlisle area.

Agreed: Clerk to advise that a representative would be happy to attend, if a joint meeting was arranged. Cllr Bainbridge also suggested that Margaret Miller, City Council Officer could also be invited to attend.

AM

97.2 Police Attendance at Council Meetings

Consideration was given to correspondence received, advising that Police attendance is to be twice a year and the format of Police reports currently received.

Agreed: Clerk to determine the dates of future meetings that Police will be attending. This is to enable members of the public to attend and the Council to formulate questions & areas of concern that need brought to the Police's attention.

AM

Cllr Bainbridge left at 9:40 p.m.

97.3 Standing Orders

Due to time constraints, this item to be considered at December meeting.

AM

97.4 Working Groups/Committees

Due to time constraints, this item to be considered at December meeting.

AM

97.5 December Meeting

Consideration was given to changing the December meeting date to the 7th December.

Resolved: December meeting to take place on 7th December.

AM

SR 98/11/11 Village Matters

98.1 Grass Cutting Schedule 2011

Clerk advised that no further correspondence had been received from Orchard Grounds or NALC.

Agreed: this item to be considered when correspondence received.

98.2 Grass Cutting Tender 2012-15

Consideration was given to tender arrangements, areas to be cut and the new contract document.

Resolved: Advert to be placed in Cumberland News at a cost of up to £200. Tender to be for cut and collect (10-14 day frequency) and cut only (7 day frequency) for village greens. Cllrs to advise Clerk of any additional areas that they would like added to the tender. Contract to include stipulation that litter picking/disposal is to take place prior to cutting.

AM

98.3 Brunstock/Houghton Footpath

Consideration was given to quotes for footpath improvements between Houghton and Brunstock.

Agreed: This item to be considered in December. Clerk to determine with Environment Agency if road planning's can be used near water courses.

AM

98.4 Horse Riders on Public Footpaths

The legal rights of walkers and riders were outlined.

Agreed: This item to be considered in December, it needing to be determined who owns the land.

AM

SR 99/11/11 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 100/11/11 Councillor Matters

Cllr Telford advised that fly tipping was evidenced at Linstock, at the area to the left of the motorway bridge. Clerk to report.

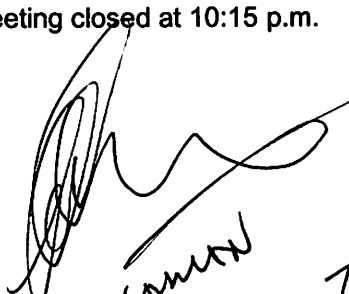
AM

Cllr Fox advised that trees in the area of The Garth, Crosby on Eden needed trimmed, this thought to be Carlisle City Councils area of responsibility. However, considered that prior to the work being undertaken, the City Council should seek resident opinion.

AM

SR 101/11/11 Date of Next Meeting The next meeting is scheduled for Wednesday 7th December at 7.30pm in Crosby on Eden village hall.

The meeting closed at 10:15 p.m.


7/12/11

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 7th December 2011 in Crosby on Eden Parish Hall at 7:30 p.m.

To be
Actioned
By:

SR 102/12/11 Apologies for absence
Cllr R Gordon.

SR 103/12/11 Present
The Chairman, Cllr C Nicholson, P Duncan, M Fox, A Lightfoot, Y Robertson, T Scougal & J Telford.

SR 104/12/11 In Attendance
County Councillor J Mallinson & City Councillor J Bainbridge.
Mr Julian Smith, Operations Manager, Groundwork North East
2 members of the public.

SR 105/12/11 Declarations of Interest
Cllr Scougal declared an personal interest in item 9.1 – Grass Cutting 2011
Cllr Fox declared personal interests in planning applications 11/0937 & 11/0887 and in agenda item 9.9 – Crosby Play Area.

SR 106/12/11 Minutes of the meeting of the Parish Council held on 9th November 2011
The minutes of the meeting of the Parish Council held on the 9th November 2011 were approved, agreed and signed by the Chairman subject to the following amendment:-
SR92/11/11 replace *p.m.* with *a.m.*

SR 107/12/11 Public Participation

Julian Smith, Operations Manager, Groundworks Trust gave an overview of the charity's aims and objectives, this including the facilitation of community led organizations and groups to make environmental improvements and/or regeneration projects. Work in partnership with other organisations. Advised that they had just completed a project at Kirkandrews Moat.
Mr Smith left at 7:45 p.m.

A resident of Tribune Drive, Houghton presented a paper and photographs to the Council advising on problems with surface water drainage at Tribune Drive play area – this flowing into and flooding his garden. Advised that his own personal dialogue with the City Council had been on-going for 45 months, with no resolution currently seeming likely. Requested the Parish Council help to gain closure on this item. The resident outlined that:-

- In his opinion, bark in the play area is causing the problem – it becoming waterlogged and soaking up the water like a sponge;
- He is unable to use his garden, as it is too waterlogged;
- suggested that a soak-away may be worth a try, as the cheapest first option and that perhaps a three way split of costs between the City, Parish and resident may be a solution;
- dialogue with City Council Officers has not produced any action to date.

Two Cllr's advised that they felt that the City Council certainly had an obligation to address the problem, the water running off their land and damaging private property.

City Councillor J Bainbridge entered at 8:45 p.m.
Member of public left at 7:55 p.m.



SR 108/12/11 Community Policing Report

Apologies received from PCSO Aiston, no report being made available.

Cllr requested that an agenda item be included for the January meeting to identify Police matters to be brought to Inspector Bradbury's attention in February.

AM

SR 109/12/11 Finance Matters

109.1 Resolved that the following payments be approved:-

A McCallum – Salary £968.45, Re-imbursements £79.25 & Advert £154.37	1202.07
Staples – Stationery & Stamps	18.98
Society of Council Clerks – Membership 2012	118.00
RJ Telford & Sons – Linstock Hall insulation of toilet area	1,523.02
B Forsyth – Crosby Hall movement of radiator	292.36
Tsada Building Design – Crosby Hall preparation of plans	150.00
Carlisle Business Supplies – Box A4 paper	16.74
Total	<u>£3321.17</u>

109.2 To note the balances at the bank as at 30th November 2011

Treasurer Account	£ 2,287.33
Money Manager Account	£ 86,423.66
Expenditure to 30/11/11	£ 23,537.27

109.3 Requests for Donations

Consideration was given to requests for donations to Carlisle Youth Zone and Cumbria's Military Museum regeneration fund.

Agreed: Youth Zone – no donation to be made at this time, further to requesting the numbers of children from within the parish who use the service.

Military Museum – no donation to be made at this time, further to more information being obtained on what is proposed and likely shortfalls in funding.

AM

109.4 Parish Council Printer

Consideration was given to the purchase or lease of a printer for use by the Clerk.

Resolved: Lease arrangement to be entered into, this to be reviewed in June 2012.

AM

109.5 Reimbursement of Councillors Expenses

Consideration was given to the adoption of a resolution to reimburse Councillors travel expenses.

Resolved: to adopt the standing order that:-

'any travel expenses (out-with the Parish boundaries) incurred by Councillor's in the course of their duties as a representative of the Council, if the Councillor chooses to do so, will be reimbursed at the current rate of 45p/mile. This sum to be reviewed annually and paid in line with the recommendations made by Carlisle City Council'.

AM

SR 110/12/11 Planning Matters

110.1 Applications

11/0937 Batt House, Crosby on Eden – Demolition of grain store and conversion of 2No. remaining outbuildings to provide 2No. dwellings with existing courtyard.

Resolved: that "no observations" should be made.

11/0967 Land to the rear of 19 The Green, Houghton – erection of 1No. dwelling house (outline).

Resolved: to comment that:-

- that the Council has no objections to this outline application for a single dwelling, but ultimately, would reserve judgement on this matter until a full application is received.



11/0887 6 Vestaneum, Crosby on Eden (Revised Plans) – conversion of garage to living area, single storey side and rear extension to provide extended kitchen and sun room with en-suite dressing room and erection of double garage to front elevation.

Resolved: to comment that:-

- The Council requests that concerns raised by neighbouring properties regarding the over-dominance of the development and potential problems with surface water drainage are addressed by the Planning Officer and;
- that any further development in the village of Crosby on Eden should only be granted, subject to existing sewage and surface water drainage systems being deemed to have sufficient capacity to cope with the additional levels of usage.

Permissions

11/0895 39 Jackson Road, Houghton – erection of single storey side and rear extension to provide kitchen and dining room.

11/0900 & 901 Tarraby Farm, Tarraby – installation of 18No. photovoltaic panels to outbuilding roof.

Withdrawn Applications

09/0129 Drawdykes Castle, Brampton Road – conversion of former agricultural storage building and piggyery to 2no. live/work units with part demolition.

County Councillor J Mallinson entered at 8:45 p.m.

Pre-application Consultation

Gosling Syke Farm, Houghton Road – creation of a series of ponds in area of approximately 3.6 acres of rough pasture.

Resolved: to comment that:-

- The Council have no objections in principle to the development, subject to future plans being received. It was also requested that a public consultation is undertaken, prior to a planning application being submitted.

SR 111/12/11 Tribune Drive – Drainage Problems (moved to allow attendance of County & City Cllrs).

Consideration was given to the resident's presentation given under public participation.

Agreed: Site meeting to be arranged by Cllr Bainbridge. Attendees to include resident, Parish Council representatives, City Council Officers and City Cllr Bainbridge & Bowman.

JB

SR 112/12/11 Clerks Report

SR81.2/10/11 Crosby Bench

It has been found necessary to apply for a 'consent for works affecting watercourses and/or flood defences' (Flood Defence Byelaws) from the Environment Agency prior to the bench being positioned, this had now been received.

SR 94.1/11/11 Crosby On Eden Speeding and Parking Issues

Cllr Fox advised that a site meeting had taken place between himself, Cllr Mallinson & Highways Officers. A speed survey had been undertaken the results of which are awaited. Highways Officers indicated that they are reluctant to paint lines in the area and are proposing to work with the school, to try and educate parents on the dangers due to inconsiderate parking and speeding. Cllr Mallinson advised that he was unsure if this approach would work, but it had to be tried before resorting to other options and indicated that he may be able to provide some funding for this purpose.

SR95.2/11/11 Carlisle City Council Planning Core Strategy issues & Options Consultation

Respond amended and re-submitted 10th November 2011.

SR95.3/11/11 Cumbria Minerals & Waste Development Framework Site Allocations Policies and Proposals Map

Response sent 10th November 2011.

SR 82.2/10/11 Linstock – Speed Survey on U1176

Advised that this has been added to the relevant programmes of work.

SR 82.3/10/11 Crosby on Eden – HGV's in Green Lane

Advised that this has been added to the relevant programmes of work.

SR97.1/11/11 Joint Meeting with Westlinton P.C. Concerning Traveller Sites

Advised that SRPC would be happy to send a representative. No further correspondence received to date.

SR97.2/11/11 Police Attendance at Council Meetings

Advised that Inspector Bradbury, Brampton Police will attend the meetings to be held in February & September 2012. PCSO Aiston to attend January, June, October & December's meetings.

SR98.2/11/11 Grass Cutting Tender 2012-15

Tender specification prepared and sent to 14 prospective contractors on cut and collect and cut only basis. Tenders to be considered at January meeting.

SR100/11/11 The Garth, Crosby on Eden

Carlisle City Council green spaces team to undertake site visit and feedback to Clerk.

SR 113/12/11 Administration & Governance

113.1 Joint Meeting between the City Council's Executive and Parish Council Representatives – held 22nd November 2011.

Chairman advised that he would circulate a report via e-mail – due to time constraints.

CN

113.2 Consultations Received & Considered

A Parish Council response to the following consultations was considered:-

- Community Infrastructure Levy – proposals and draft regulations for reform consultation;
- Neighbourhood Planning Regulations consultation;
- Technical Reforms of Council Tax consultation.

Agreed: Cllrs to respond to Clerk by the 20th December with any comments they wish to submit.

ALL

113.3 Standing Orders

The adoption of new standing orders was considered.

Agreed: Working Group of Chairman, Vice-Chair, Cllr Duncan & Clerk to hold meeting on 4th January. Recommendations to be put forward to full Council at January meeting.

CN/MF
PD/AM

113.4 Working Groups/Committees – Interview Panel

Consideration was given to current procedures regarding the convening of working groups.

Resolved: Interview group of interested individuals constituted. Cllrs Nicholson, Lightfoot, Robertson & Scougal being nominated.

113.5 Parish Community Plan

Survey data had been circulated via e-mail to Councillors, 128 responses having been received and consideration given to how this data could be analysed. Cllr suggested that the information is divided between areas and Cllrs (area sub-groups to be formed by ward Cllrs) so that individual areas of concern could be identified.



[Faint, illegible text covering the majority of the page, possibly bleed-through from the reverse side.]

[Handwritten signature]

Agreed: Cllr Scougal to format data into a easily used format; individual ward Cllrs to form 'cluster groups' and arrange dates to meet and identify ward specific issues, these areas to be discussed at January meeting and public meeting dates to be arranged.
The draw then took place to identify the winner of the £100 Houghton Hall vouchers. The winner being Mr P Ostell, 1 Askerton Close, Windsor Park, Kingstown, Carlisle, CA3 0PE.

ALL

SR 114/12/11 Village Matters

114.1 St John the Evangelist, Crosby on Eden – Christmas Service

An invitation was received for a Parish Council member to attend the Christmas Service to be held 18th December.

Agreed: Cllr Telford to attend on behalf of the Council.

JT

Cllr Bainbridge left at 9:30 p.m.

114.2 Brunstock/Houghton Footpath

Quotes for improvement works to the footpath were considered.

Resolved: Quote of £200 from SW McHale to be accepted.

AM

114.3 Horse Riders on Public Footpaths

The ownership of the area between Orchard Lane to Kingstown was discussed, the Clerk advising that ownership could only be identified through the Land Registry.

Agreed: this item to be considered at future meetings, if deemed necessary.

114.4 Houghton Village Green – Refurbishment of goal mouths and nets

Estimates for the refurbishment of the goalmouths and the purchase of new football nets were considered.

Resolved: Costs of £350 approved.

Agreed: Mr Williamson to be approached about the storage of nets.

AM

Cllr Mallinson left at 9:40 p.m.

Consideration was also given to the employment of a landscape architect to suggest possible designs regarding the area at the Post Office, a letter outlining charges being circulated to Councillors.

Agreed: Houghton Cllrs to produce draft brief on what residents have indicated is required (following analysis of comments made in Parish Plan survey). Mr B Hill to also be involved.

ALL

114.5 Tribune Drive Play Area

Consideration was given to estimates for the installation of 5 a side football posts and basketball hoops. Clerk advised that difficulties had been experienced in sourcing a provider that could supply noise reducing equipment, installation and also mark out the courts/football areas.

Resolved: Quote of £3585 + VAT from Uniplay to be accepted, works to progress as soon as possible.

Clerk advised that money may still be left for play equipment or area enhancement, however, this needs to be further determined from funding sources.

AM

114.6 Winter Maintenance – Clearance of snow and ice

Information had been received on a joint initiative from Wetheral Parish Council concerning the appointment of a contractor to clear ice/snow from roads and housing estates.

Resolved: to thank Wetheral Parish Council for their offer of the initiative but to advise that Stanwix Rural Parish Council does not want to enter into a formal agreement at this stage.

AM

Cllr Fox left the room at 10:00 p.m.

114.7 Crosby Play Area

A financial commitment to the play area, following the possible success in attracting additional grant funding was considered.

Resolved: £15,000 to be committed to the project from current financial reserves.

AM

Cllr Fox re-entered the room at 10:05 p.m.

SR 115/12/11 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 116/12/11 Councillor Matters

Cllr Scougal advised on poaching being undertaken on the golf course and at Newby & Walby and advised that this was often a cover for burglary.

Cllr Fox advised that road repairs had been undertaken at High Crosby.

SR 117/12/11 Date of Next Meeting The next meeting is scheduled for Wednesday 11th January at 7.30pm in Crosby on Eden village hall.

Resolved: That in accordance with the Local Government Act 1972 and the Public Bodies (Admission to Meetings) Act 1960, that the public and press were excluded from the meeting during consideration of the following items of business on the grounds of confidentiality.

SR 118/12/11 Grass Cutting 2011

Legal advice regarding the contract for 2011 was considered. The advice outlining that payments made to the contractor to date, were considered reasonable remuneration in respect of work that had been undertaken in 2011.

Resolved: No further payments to be made.

SR119/12/11 Prospective Councillor Correspondence

Correspondence from a prospective Councillor was considered.

Resolved: that no further comment could be made and original letter reiterated.

The meeting closed at 10:35 p.m.



Cllr Scougal

11/01/12

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 11th January 2012 in Crosby on Eden Parish Hall at 7:30 p.m.

SR 120/1/12 Apologies for absence

Cllr T Scougal.

SR 121/1/12 Present

The Chairman, cllr C Nicholson, P Duncan, M Fox, R Gordon, A Lightfoot, Y Robertson,
& J Telford.

SR 122/1/12 In Attendance

County councillor J Mallinson & City councillors M Bowman & J Bainbridge.
PCSO P Aiston

SR 123/1/12 Declarations of Interest

None.

SR 124/1/12 Minutes of the meeting of the Parish Council held on 7th December 2011

The minutes of the meeting of the parish council held on the 7th December 2011 were
approved, agreed and signed by the Chairman.

SR 125/1/12 Public Participation

No members of the public attended.

SR 126/1/12 Community Policing Report

PCSO Aiston gave the following report:-

- Houghton – criminal damage reported to a car on the green, a youth being arrested.
- Police Newsletter – A newsletter is now being circulated (via clerk) that contains community news and crime reports. This is available for the public to view on police website at www.cumbria.police.uk.
- Police visibility – a cllr commented on the lack of visibility of officers in the area, this item having been commented on by residents in the parish plan survey. Clerk to forward comments to PCSO Aiston.
- Houghton Bus Shelter – reported as being vandalised again – ceiling panels having been damaged. Cllr Bainbridge advised that he would progress this matter again.

PCSO Aiston left at 7:47 p.m.

SR 127/1/12 Finance Matters

127.1 Resolved that the following payments be approved:-

A McCallum – Salary £968.45, Re-imburements £101.26	1069.71
HMRC – Tax & NI contributions	507.62
Staples – Stationery & Stamps	12.94
B Hill – Houghton in Bloom re-imburements	54.26
SW Mchale – Hedge cutting, Crosby village hall gate & Brunstock footpath improvements	822.00
Houghton Village Hall – Houghton Echo advert	25.00
D Kinnaird – Brunstock hedge cutting	48.00
Royal Mail Group – Business response replies for November	21.47
Burnetts Solicitors – Contract advice received	133.20
Printerpal – printer charges Oct & Nov	105.34
Mobile Mini UK – Crosby Hall storage container	3265.33
S Splinter – Removal & re-location of bin at Houghton	100.00

To be
Actioned
By:

AM

JB

British Telecom – Phone bill

Total 87.06
£6251.93

127.2 To note the balances at the bank as at 31st December 2011

Treasurer Account	£ 2,266.16
Money Manager Account	£ 85,624.34
Expenditure to 30/11/11	£ 26,858.44

127.3 To note the receipt of £8.05 way-leave payment from Electricity North West and Carlisle Parish Council Association village hall grants totalling £2,481.

127.4 Requests for Donations

Consideration was given to requests for donations to North West Air Ambulance charity.

Agreed: No donation to be made, donation usually being made to the Great North Air Ambulance.

127.5 Quarterly Monitoring Report

A report on income and expenditure for the period 1st October to 31st December was received. Clerk advised that the column on estimated expenditure to the end of the financial year 2011/12 required minor revisions.

Resolved: report noted and approved, subject to revisions.

127.6 Parish Council & Village Hall Grant Scheme 2012/3

Projects for submission were considered.

Agreed: Parish Council to submit grant application for Crosby play area equipment.

AM

SR 128/1/12 Planning Matters

128.1 Applications

11/1078 Gosling Syke Farm, Houghton – creation of ponds within existing area of wet meadows.

Resolved: no comment, other than:-

- the ponds appear to be positioned near an area of the highway that suffers from flooding - thought to be from poor road drainage.

Permissions

11/0862 3 Eden Mews, Crosby on Eden – installation of multi fuel stove and external flue pipe (LBC).

11/0887 6 Vestaneum, Crosby on Eden (Revised Plans) – conversion of garage to living area, single storey side and rear extension to provide extended kitchen and sun room with en-suite dressing room and erection of double garage to front elevation.

11/0890 Crosby on Eden Parish Hall – temporary siting of shipping container.

11/0906 The Old Police House, Crosby on Eden – removal of existing garage; erection of two storey side and single storey rear extension to provide playroom, garage, utility room and kitchen on ground floor, with 2no. bedrooms, bathroom and study above.

11/0924 42 Antonine Way, Houghton – erection of replacement conservatory.

11/0967 Land to the rear of 19 The Green, Houghton – erection of 1No. dwelling house (outline).

Refused Permission

11/0937 Batt House, Crosby on Eden – Demolition of grain store and conversion of 2No. remaining outbuildings to provide 2No. dwellings with existing courtyard.



SR 129/1/12 Administration & Governance

129.1 Neighbourhood Forums

Cllr Mallinson advised of changes to how the local Neighbourhood Forums would be operating, the changes being made necessary due to a 25% reduction in staffing and the officer now being responsible for Carlisle and Eden area. The envisaged new system (which is open to revision) will have a grants panel that includes every district cllr in the division and a representative from each parish council. There are currently no plans for public meetings; grants being circulated via e-mail. Issue based public forums may be forthcoming if thought necessary.

Agreed: No specific parish representative nominated on behalf of SRPC, all grant application to be circulated via clerk to all members. If a cllr wishes to make a comment on the application, these are to be made through the clerk. The P.C. will have 7 days in which to comment; if no response is made, then Forum will assume that there are no objections.

ALL

Cllr Mallinson, Bainbridge & Bowman left at 8:15 p.m.

129.2 Consultations Received & Considered

A Parish Council response to the following consultations received were considered:-

a) Cumbria County Council draft Budget 2012/13

Agreed: Cllrs who wish to comment to contact clerk by 23rd January 2012.

AM

b) Government Boundary Commission Draft Recommendations

A report was circulated highlighting the Boundary Commissions recommendations. These included:-

- To remove Wolsty Close and Drumburgh Avenue from SRPC, and include into Belah ward;
- Kingmoor Parish Council to pass into Dalston ward;
- SRPC size to be reduced from 15 members to 8.

Resolved: Clerk to respond advising that:-

- SRPC to retain Wolsty Close and Drumburgh Avenue;
- SRPC to retain 15 seats;
- County electoral division boundary to be co-terminus with parish boundaries;
- Proposed ward re-configuration is not considered to represent the geographic spread of the parish;
- Name to remain as Stanwix Rural Electoral Division.

AM

129.3 Adoption of New Model Standing Orders

The recommendations of the working group meeting held on the 4th January, were considered, a report circulated to all Cllrs of the agreed changes and amendments. Clerk advised that although the working group had recommended to delete item 2 i), this had been found to be in bold type and therefore has to remain.

Resolved: to adopt the new model standing orders, subject to the amendments of the Working Group contained in report No.12/12.

AM

129.4 Houghton Vacancy

Consideration was given to the co-option of a Houghton resident following an interview held on 4th January.

Resolved: unanimously voted that the applicant is co-opted onto the Council.

SR 130/1/12 Village Matters

130.1 Greens Maintenance Contract 2012/15

A list of tenders submitted was made available at the meeting.

Resolved: S Nicholson, Longtown, to be awarded the contract, initially on a 1 year basis (subject to performance). Site meeting to be held between cllr Nicholson, Clerk, 3 cllrs & Mr B Hill, Houghton to outline standards required.

AM

Cllr Robertson left at 9:20 p.m.

130.2 Police Matters

Consideration was given towards items to be brought to Inspector Bradbury's attention at the February meeting.

Agreed: To determine Police procedures for the follow-up of incidents reported.

AM

130.3 Parish Community Plan

Consideration was given to when public meeting were to take place. Discussed how initially, it was required to be ascertained what the priorities for each area are and thoughts on how these issues may be dealt with.

Agreed: Cllr Fox to organise working group meetings of cllrs, a brief summary of priorities to be presented at February's council meeting.

MF

SR 131/1/12 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 132/1/12 Councillor Matters

Cllr Telford advised that an HGV (parked overnight) at the Linstock lay-by had caused damage to a fence and footpath sign. Requested that a sign may be erected to deter overnight HGV parking. Clerk to determine if this is possible, a Traffic Regulation Order being thought necessary.

AM

Cllr Gordon advised on a collapsed drain in a residents garden at the Nurseries. United Utilities investigations advised resident that the drain is thought to be the county or parish councils responsibility. Clerk to look at maps available in parish councils archives. Also advised that a problem existed at Linstock with roosting starlings.

AM

Cllr Gordon left at 9:45 p.m.

Cllr Lightfoot advised of a pot-hole that had appeared at the entrance to the village hall car park. Clerk to progress.

AM

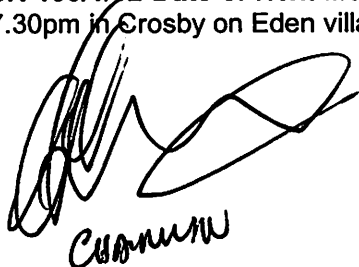
Cllr Fox advised of a rights-of-way blockage of the Hadrian's Wall path between Willow Grove and Willow Beck, caused by ongoing sewage works. A diversion being thought necessary and signposts advising of such to be erected. Alternative route also being very wet. Clerk to progress.

AM

Cllr Duncan advised that the bench beside St John's Church, Houghton was in poor condition and should be replaced. Clerk to get quotes for replacement for next meeting.

AM

SR 133/1/12 Date of Next Meeting The next meeting is scheduled for Wednesday 8th February at 7.30pm in Crosby on Eden village hall.



Cllr Fox

8/Feb/2012⁴³

Resolved: That in accordance with the Local Government Act 1972 and the Public Bodies (Admission to Meetings) Act 1960, that the public and press were excluded from the meeting during consideration of the following items of business on the grounds of confidentiality.

SR 134/1/12 Correspondence from Elector

Correspondence from an elector was received and considered by the council.

Resolved: Clerk to respond, advising that the Council does not feel that any purpose would be served by further correspondence on the matter.

AM

The meeting closed at 10:00 p.m.

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 8TH February 2012 in Crosby on Eden Parish Hall at 7:30 p.m.

To be
Actioned
By:

SR 135/2/12 Declaration of Acceptance of Office

The declaration of acceptance of office was signed by Mr H Phillips.

SR 136/2/12 Apologies for absence

Cllr R Gordon & J Telford

SR 137/2/12 Present

The Chairman, cllr C Nicholson, P Duncan, M Fox, A Lightfoot, Y Robertson, T Scougal & H Phillips.

SR 138/2/12 In Attendance

Inspector D Bradbury & PCSO P Aiston

SR 139/2/12 Declarations of Interest

Cllr Fox declared a personal interest in item 8 – village hall grant scheme and item 9.3 – asset register.

Cllr Nicholson declared a personal interest in planning application No. 12/0031.

SR 140/2/12 Minutes of the meeting of the Parish Council held on 11th January 2012

The minutes of the meeting of the parish council held on the 11th January 2012 were approved, agreed and signed by the Chairman subject to the following amendment:

Minute No. 129.1 – The P.C. will have 14 days in which to comment.

It was also **Agreed** that Neighbourhood Forum grant applications (providing the timescales allowed) would be considered as agenda items in future, rather than being circulated via e-mail.

SR 141/2/12 Public Participation

No members of the public attended.

SR 142/2/12 Community Policing Report

Inspector Bradbury gave the following report:-

- Inspector Bradbury's current area is 500 miles² with approximately forty parish councils being within this area. Usually three officers and two PCSO's are on duty at any one time, officers having their own areas of individual responsibility.
- officer visibility – with such a large area and limited resources available, advised that it is often difficult to be in the 'right place at the right time'. Current priority is for officers to engage with the community through community groups and meetings.
- feedback on reported incidences – all reports are handled by a centralised computerised crime management system. If feedback is required, then request this when reporting the incident. Feedback is given via the communication centre not by individual officers dealing with the issue.
- poaching – it was raised that poaching is a problem within the parish, incidences occurring on a weekly basis. Also raised that poaching is used as a cover for other illegal activities. Advised that the police have the power to seize vehicles and the dogs used and informed that all vehicle registrations are checked.
- speeding on A689 – advised that speed cameras were currently operating in the area. A cllr enquired if the presence of speed cameras was considered a deterrent to speeding? Inspector Bradbury advised that speed camera vans are managed by a separate department at headquarters and this is where all traffic data is collated. Inspector Bradbury would arrange for a copy of this data to be forwarded to the Clerk for distribution to Cllrs.
- inconsiderate parking – advised that police can only use enforcement powers if a

DB



complete obstruction has taken place. However, they are willing to move vehicles on, this generally having a positive effect. A cllr requested that a community officer visit Houghton school at start and finish times to 'move on' vehicles inconsiderately parked. Advised that this would be arranged in the near future.

- community policing - priorities and expectations. When asked what current priorities and expectations are for the police, Inspector Bradbury advised that she would prepare a report to be distributed to cllrs.
- speed lazer guns – officers are trained and are available to operate the lazer guns. Cllrs requested that areas to be targeted to be the centre of Houghton (in narrows area) and the Whiteclosegate/Brampton Road area. These areas to be monitored at peak times i.e. 8:00 to 9:30 a.m.
- Houghton cold calling scheme – a cllr expressed disappointment that the P.C. had not been involved in the scheme. Advised that the police had only become involved at a later stage, the initiative being led by trading standards.
- mobile number – Inspector Bradbury advised that she was willing to be contacted directly by cllrs directly on her mobile telephone number. Clerk to circulate this number to cllrs.

DB

AM

Inspector Bradbury & PCSO Aiston left at 8:17 p.m.

SR 143/2/12 Finance Matters

143.1 Resolved that the following payments be approved:-

A McCallum – Salary £968.45, Re-imbursments £65.66	1034.11
Staples – Stationery & Stamps	26.94
Houghton village hall – room hire	27.00
Broxap – replacement goalposts & nets for Linstock & Houghton	554.64
Uniplay – Tribune Drive goalposts & basketball equipment	4302.00
Royal Mail Group – Business response replies – December	2.23
L Connelly – Crosby Hall storage container, underpayment of VAT	69.47
Printerpal – printer charges January	33.36
Parish Websites Ltd – website hosting & support 2012/13	100.00
AS Farrer – Crosby Hall building works for container	<u>1420.06</u>
Total	<u>£7569.81</u>

143.2 To note the balances at the bank as at 31st January 2012

Treasurer Account	£ 1,039.23
Money Manager Account	£ 80,624.34
Expenditure to 31/01/12	£ 33,110.37

143.3 Requests for Donations

Consideration was given to a request from the Great North Air Ambulance.

Resolved: Donation of £100 to be given.

143.4 Financial Regulations

Consideration was given to a review of the financial regulations.

Agreed: review to be undertaken by the finance committee, meeting to be arranged at later date.

AM

143.5 Fidelity Guarantee Insurance

Consideration was given to the levels of financial reserves estimated to be held on the 31st March 2012 and if an increase in the level of fidelity guarantee insurance is required.

Resolved: Level of insurance cover to be increased to £115,000 from the 1st April 2012.

AM

143.6 Phone Charges

Clerk advised the council that if charges for the phone line and calls were paid in advance via standing order, then savings of £77/annum could be achieved.

Resolved: Clerk authorised to set-up a standing order for telephone charges.

AM

143.7 Linstock Village Hall

An estimate totaling £290 for the re-painting of the toilets was considered, this to be paid from funds held by the council on behalf of the hall management committee.

Resolved: Estimate totaling £290 was approved for payment from held funds.

AM

143.8 Houghton In Bloom Group

Consideration was given to the council applying for a Neighbourhood Forum grant, on behalf of the Houghton In Bloom group.

Resolved: Clerk to apply on group's behalf.

AM

SR 144/2/12 Planning Matters

144.1 Applications

11/1109 1-6 Rickerby House, Rickerby – earth embankment to provide improved flood protection for Rickerby House.

Resolved: that the council had no objections regarding the proposed earth embankment, provided that this would not have a detrimental effect to other residences in the area.

12/0031 The Beeches, Tarraby – formation of en-suite bathroom at first floor level; construction of external stack pipe to rear elevation (LBC).

Resolved: that 'no observations' be made.

SR 145/2/12 Clerks Report

SR 126/1/12 Community Policing

Comments regarding the lack of visibility of officers in the area forwarded to PCSO Aiston 16th January.

SR 127.6/1/12 Parish Council & Village Hall Grant Scheme 2012/13

Grant below submitted 23rd January:-

- Parish Council – Crosby Play area equipment, £1,500 applied for towards play apparatus;
- Linstock village hall – repaint exterior of hall, £738 applied for;
- Houghton village hall – upgrade of electric lighting, £1,500 applied for;
- Crosby on Eden village hall – restoring & refurbishment of former kitchen to additional meeting room, £1,500 applied for.

SR 129.2/1/12(a) Cumbria County Council Draft Budget Consultation

No comments received.

SR 129.2/1/12(b) Government Boundary Commission Draft Recommendations

Response submitted 30th January 2012.

SR 130.1 Greens Maintenance Contract 2012/15

Contract issue to Mr S Nicholson. Site meeting agreed to take place in March 2012.

SR132/1/12 Overnight Parking of HGV – Linstock

Clerk to pursue – no response to date from Highways Officer.

AM

SR132/1/12 Collapsed drain at Linstock

Clerk reported that examination of maps proved in-conclusive as to maintenance of drains in Linstock.

SR132/1/12 Pot-hole – Houghton village hall car park

Highway Steward repaired 19th January 2012.

SR132/1/12 Hadrian's Wall Path – Willow Grove and Beck

Clerk advised that alternate route was now available but signage to this effect still not in place. Clerk to pursue additional signage.

AM

SR132/1/12 Replacement of bench at St John's Church, Houghton

Item to be considered alongside item 10.2- Houghton in Bloom group correspondence and annual risk assessment report.

SR 146/2/12 Administration & Governance

146.1 Annual Risk Assessment 2012

A report was presented to the Council, following the completion of the annual risk assessment by the clerk. The report highlighting areas of concern and suggested actions to alleviate these areas.

Resolved: The Council resolved to action the following items:-

Land ownership – Clerk to pursue registration of lands;

Trees & hedges – Annual inspection to be instructed to take place by suitably qualified contractor;

PAT Testing – Clerk to pursue the testing of electrical equipment in home office;

Employment of staff – personnel working group to be formed and meeting to take place. Cllrs Nicholson, Fox, Phillips, Robertson and clerk to attend. Items to be considered to include contract review, appraisal, discipline & grievance procedures and pension provision. Also, pension working group meeting to take place Wednesday 15 February 2012. Pension working group to consist of Cllr Nicholson, Duncan, Scougal and Gordon.

Security of Deeds – clerk to copy and place originals in archive office.

Village Hall Service level agreements – service level agreements considered unnecessary at moment. Clerk to write to village halls advising that it is the responsibility of all village hall management committees to ensure that all necessary safeguards are in place.

Seating & asset maintenance – Cllrs to undertake inspection of seating and assets in own areas and notify clerk of concerns.

AM

AM

AM

AM

AM

ALL

146.2 Consultations Received & Considered

A Parish Council response was considered to:-

a) Cumbria County Council- Changes to household waste recycling centre's

Resolved: Clerk to respond advising that:-

- P.C. requests that the Brampton household waste recycling centre is kept open;
- And that of the options suggested, the Council is more in favour of Option 3 – changing the opening hours. The councils recommendation being that the sites open 1 hour later than currently proposed opening hours.

AM

146.3 Asset Register

Clerk circulated a copy of the asset register for approval. Also advised that a metal filing cabinet and notice board were considered surplus to requirements and currently stored in the clerk's garage.

Resolved: asset register agreed as correct. Clerk to dispose of filing cabinet. Cllrs to consider an alternate site for notice board and this to be an agenda item for the March meeting.

AM

146.4 SLCC Clerk's meeting and Carlisle City Council Planning Meeting

Clerk gave verbal report on meetings attended.

Following report on insurance meeting attended **Agreed:** Clerk to determine if village halls could be included on the P.C. insurance policy. Clerk to pursue.

AM

SR 147/2/12 Village Matters

147.1 Tribune Drive Play Area

Clerk reported that the basketball and football equipment had now been erected on the tarmac area. Advised that grant funding of approximately £5,000 may still be available to fund another project i.e. landscaping or the purchase of an additional piece of play equipment on the site, this being due to the under spend on the equipment purchased.

Agreed: Clerk to write to Cumbria Waste Management Trust (CWMT) and obtain three estimates for removal of the wall, shrub planting and additional landscaping. Also **Agreed:** that if a grant transfer was agreed by CWMT, that all residents bordering the area be informed of the works to be undertaken.

AM

AM

147.2 Houghton In Bloom Group

Correspondence received from the Houghton in Bloom group was considered. Items being brought to the councils attention being the parking of vehicles on the village green and verges within Houghton, the siting of a planted box and the condition of some of the seats in the village.

Agreed: Clerk to action the following:-

Planter for village green – supported in principle. However, Clerk to determine distances this can be placed from the highway;

AM

Seats – dealt with under annual risk assessment item;

Paving of highway verges – to refer this to the County Council highways department.

AM

147.3 Parish Community Plan

Discussion on how the Parish Plan survey information could be progressed was undertaken, a meeting of the Linstock/Crosby/Crosby Moor and Walby areas having taken place and their results being distributed to the Council. Agreed that further public meetings to be in a 'focus group' format rather than official meetings, with residents determining what local priorities should be.

Agreed: meetings to be in the first half of March, Cllrs to advise Cllr Fox of available dates.

ALL

Cllr Robertson left at 10:07 p.m.

SR 148/2/12 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 149/2/12 Councillor Matters

Clerk advised that a resident had reported incidences of dog fouling in Crosby on Eden. Also advised that a resident of Linstock had become a broadband champion for the area, alongside Cllr Duncan.

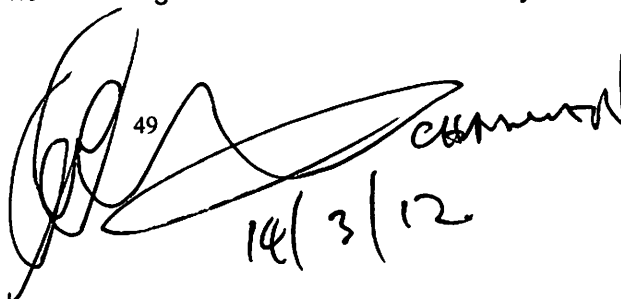
Cllr Fox advised that traffic surveys were being undertaken on the A689.

Cllr Duncan requested that dog fouling signs may be purchased for Tribune Drive play area. Clerk to pursue.

AM

SR 150/2/12 Date of Next Meeting The next meeting is scheduled for Wednesday 14th March at 7.30pm in Crosby on Eden village hall.

The meeting closed at 10:15 p.m.


49
14/3/12

DRAFT MINUTES TO BE AGREED AT MEETING TO BE HELD 18TH APRIL 2012

STANWIX RURAL PARISH COUNCIL

**Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 14TH March 2012 in Crosby on Eden Parish Hall at 7:30 p.m.**

To be
Actioned
By:

Prior to this meeting, the Stanwix Rural Parish Meeting was held at 7:15 p.m. No residents of the parish attended.

Due to the late arrival of cllr Nicholson, the vice-chair cllr M Fox started the meeting.

SR 151/3/12 Apologies for absence

Cllr P Duncan

SR 152/3/12 Present

The Chairman, cllr C Nicholson, M Fox, R Gordon, A Lightfoot, Y Robertson, T Scougal, J Telford & H Phillips.

SR 153/3/12 In Attendance

Sgt T Hughes & three members of the public

SR 154/3/12 Declarations of Interest

City cllr M Bowman declared a personal interest in item 6 – planning matters.

SR 155/3/12 Minutes of the meeting of the Parish Council held on 8th February 2012

The minutes of the meeting of the parish council held on the 8th February 2012 were approved and agreed by the Chairman, subject to the following amendment:
Minute No. 149/2/12 – to read that 'traffic surveys would be undertaken on the A689'.

Cllr Nicholson arrived, took the chair and signed the minutes at 7:35 p.m.

SR 156/3/12 Community Policing Report

Sgt T Hughes gave the following report:-

- Houghton – one report of anti-social behavior;
- Crosby – current priorities for the area are parking at the school, speeding and poaching. Advised that gaining prosecutions for poaching was proving difficult, due to old legislation;
- Crosby Golf Club – theft of diesel, arrest made;
- Police Patrol – advised that Inspector Bradbury is requesting cllr volunteers to join the Police on patrol. This to be arranged for a day in June/July. Cllrs wishing to take part to contact Inspector Bradbury direct or through clerk;
- Cllr questioned if adults, riding children's motorbikes on the public highway are required to wear helmets. Informed by Sgt Hughes that it is a requirement;
- Cllr questioned if it is illegal for children to ride cycles on the pavements. Sgt Hughes advised that they could be prosecuted if necessary, but a warning is usually given.

AM

City Cllr J Bainbridge entered at 7:40 p.m.

SR 157/3/12 Public Participation

Three members of the public attended.

A resident of Brampton Road advised on problems experienced when riding a cycle through Houghton village centre. The resident advising that the current system of pinch-points is flawed, motorists trying to beat each other to the pinch-points and creating a danger to cyclists. Suggested that the pinch-points should be removed and replaced by a 20 mph speed limit (thought achievable in a heavily pedestrianised road) and sleeping policemen.



DRAFT MINUTES TO BE AGREED AT MEETING TO BE HELD 18TH APRIL 2012

Sgt T Hughes and the Brampton Road resident left at 8:00 p.m.

A resident of Linstock advised on the collapse of a drain within his garden (agenda item 9.6) the hole being approximately 1 metre deep. United Utilities and County Highways Department have inspected the drain and advised that it was not their responsibility to maintain the drain. Clerk advised that she had visited the site and had located maps of a P.C. drain in the approximate area, however, these maps were dated from before the Nurseries development had been built and therefore correlation to the exact positioning was difficult. Clerk also advised that records indicated that this drain (if determined to be the P.C.s) had been enlarged by Allan's Builders when the development was built and therefore responsibility for its future maintenance would need to be ascertained.

Agreed: Resident to approach Allan's Builders (in the first instance) and request a site meeting before reporting back to Council. Clerk to also get new drainage maps to determine the P.C.'s drain's exact location.

AM

The residents of Linstock left at 8:25 p.m.

Due to the attendance of City Councillors, it was agreed for the Highway Matters agenda item to be moved forward.

SR 158/3/12 Highway Matters

158.1 Linstock – Reduction of speed limit to 20 mph on the U road

Consideration was given to correspondence from Highways Officers regarding the results of the recently undertaken speed survey and the request for a 20 mph speed limit to be introduced. Cllrs commented that the speed survey had been undertaken in half-term week, hence less vehicle movements were recorded and therefore the survey did not give an accurate reflection of vehicle speeds/movements.

Resolved: to pursue the introduction of a s 20 mph speed limit for both roads, within Linstock.

AM

Also Agreed: Cllr Mallinson to contact Highways Officer to determine other speed reduction measures that could be pursued and arrange a possible site visit.

JM

158.2 Houghton Traffic Calming

The representation by the resident under the public participation item was considered alongside earlier correspondence. A discussion on the perceived success of the pinch-point system was undertaken.

Agreed: Cllr Mallinson to pursue that a safety audit is undertaken.

JM

158.3 HGV Weight Restriction on B6264 (Linstock Road end to Stanwix Bank)

Consideration was given to a reduction in weight to 7.5 tonnes (except for access). This now being thought possible, due to the opening of the CNDR.

Resolved: Cllr Mallinson to pursue on behalf of council.

JM

Cllr also advised that the monitoring of traffic levels on the A689 or Stanwix Bank road was not being undertaken. Cllr Mallinson advised that he would also pursue why this did not seem to be being happening.

JM

Cllr advised that the level of litter on roadside verges alongside the A689 was unacceptable. Cllr Bowman advised that she would pursue this item.

MB

Cllrs Bowman, Mallinson, Bainbridge & Gordon left at 8:45 p.m.

SR 159/3/12 Finance Matters

159.1 Resolved that the following payments be approved:-

A McCallum – Salary £968.45, Re-imbursments £288.90	1,257.35
Staples – Stationery & Stamps	22.36
HMRC – PAYE & NI Payments	507.62
C Nicholson – Broadband reimbursement	94.68
Great North Air ambulance – Donation	100.00
Royal Mail Group – Business response replies – January	0.32
Whelan Electrical – Linstock Hall, electrical works	575.00
Printerpal – printer charges February	22.84
B Hill – reimbursements for Houghton in Bloom	34.71
Cumbria County Council – Advert in Cumberland News	75.15
Carlisle City Council – Annual playground safety inspection – Crosby	60.00
Smiths Gore – Linstock village green rent 2012/13	10.00
Cumbria in Bloom – Entry fee 2012	15.00
Cumbria Turf – Refurbishment of goalmouths & post erection	<u>200.00</u>
Total	<u>£2975.03</u>

159.2 To note the balances at the bank as at 29th February 2012

Treasurer Account	£ 977.78
Money Manager Account	£ 74,624.34
Expenditure to 29/02/12	£ 40,680.18

159.3 To note the receipt of £1,500 from Carlisle City Council and Carlisle Parish Council Association towards the Tribune Drive play equipment.

159.4 Cumbria In Bloom 2012

Consideration was given to the payment of entry into Cumbria in Bloom on behalf of Houghton at a cost of £15.00.

Resolved: approved.

SR 160/3/12 Planning Matters

160.1 Applications

12/0102 The Croft, Houghton Road – renewal of temporary permission for building providing educational facilities and temporary office accommodation for Cumbria Wildlife Trust (of previously approved application 08/1255).

Resolved: to submit comments in support of the development.

12/0123 94 Tribune Drive, Houghton – two storey side and rear extension to provide kitchen, sun/garden room, living/guest space and shower room on ground floor, with mezzanine study/bedroom above.

Resolved: that 'no observations' be made.

To consider permission notices received:-

11/1078 Gosling Sike Farm, Houghton – creation of ponds within existing area of wet meadows.

SR 161/3/12 Clerks Report

SR132/1/12 Overnight Parking of HGV – Linstock

Highways Officer is aware of the problem – reports have been made to the highways hotline. Currently monitoring the situation. Traffic Regulation Orders are now processed on a 'rolling programme' of areas now, rather than individually, as deemed to be more successful if approached in this way i.e. move parking from one lay-by just moves problem to next available area.. Also more economical to apply for TRO's in bulk rather than individually. Currently carrying out 2-3 reviews a year the programme for 2012/13 now being nearly full.

Currently also have problem with enforcement. No wardens working in the evenings and not within Police jurisdiction to enforce.

Think the way forward is to monitor the situation initially, if situation escalates then will need to be added to the 2012/13 programme.

Agreed: Clerk to request that this area is added to the 2012/13 programme.

AM

SR142/2/12 Community Policing Report

List of current priorities and expectations circulated.

SR 143.5/2/12 Fidelity Guarantee Insurance Level

Level now increased to £250,000 at no extra charge.

SR 143.8/2/12 Houghton In Bloom Group – Application for Neighbourhood Forum Grant

Applied for, decision awaited.

SR146.4/2/12 Inclusion of Village Halls on Council Insurance Policy

Zurich insurance informed Clerk that village halls can only be included if the P.C. has a financial interest in the item – therefore, no.

SR 147.1/2/11 Tribune Drive Play Area – Removal of Wall and Planting of Shrubs

Estimates received and forwarded to Cumbria Waste Management, awaiting decision as to if grant can be transferable.

SR147.2/2/11 Houghton In Bloom Group

Planters for village green – see later item.

Parking on grass verges – Highways Officer advises that it is not an offence to park on a verge, unless it causes an obstruction or there is a traffic regulation order/byelaw to prevent it. The paving of verges should not be undertaken without the relevant planning permissions.

Agreed: Clerk to contact planning dept, to determine if permissions exist.

AM

SR 162/3/12 Administration & Governance

162.1 Review of Internal Audit Arrangements 2012/13

Consideration was given to the council's internal audit arrangements for the financial year 2012/13. A report being circulated to cllrs.

Resolved: that the

- internal audit checklist is considered effective and to be used by the internal auditor for the financial year 2012/13;
- to re-appoint Mrs J Airey as internal auditor to the council for the financial year 2012/13, being considered sufficiently independent and competent to be able to carry out the audit – Chairman authorised to sign the statement of effectiveness to this effect.

162.2 Consultations Received & Considered

A Parish Council response was considered to:-

a) Carlisle City Council – Interim Planning Policy Statement

Resolved: Clerk to respond advising that cllrs consider that priority should be given within the framework to affordable housing and that any future planning developments, within the scope of the policy, should be built alongside the CNDR route and to the west and south of the city.

AM

Resolved: That in accordance with the Local Government Act 1972 and the Public Bodies (Admissions to Meetings) Act 1960, that the public and press were excluded from the meeting during consideration of the following item of business on the grounds of confidentiality.

The Clerk also offered to leave the room while this item was considered. This was deemed unnecessary.

162.3 Personnel/Pension/Finance Group Meetings

A report was circulated regarding further information on the Department of Work and Pensions NEST scheme. This included information on start dates for the scheme, the level of contributions payable annually and if the scheme is transferable between employers. Clerk also advised that if the council wished to be enrolled in the scheme from its inception in May, additional support is offered online and via a helpline.

Resolved: Clerk to enroll to start the scheme from April 2012, contribution rates to be employer 3% and employee 5%, other items to be considered at the April meeting.

AM

162.4 Asset Inspection 2012

A report was circulated on the condition of some of the council's assets, e.g. bus shelters, benches and notice boards.

Resolved: the following were agreed:-

- Houghton bench (beside church) to be removed and replaced at a cost of up to £1,000 – Clerk to action;
- Houghton bench (near village hall) to be repaired – Clerk to action;
- Crosby Moor bus shelter – Cllrs Fox & Scougal to repaint and repair (costs of materials used to be reimbursed by council);
- Linstock benches – Cllr Telford to repaint/treat (costs of materials used to be reimbursed by council);
- All others – volunteers to be sought. Clerk to produce posters to be displayed asking for volunteers and cllrs to approach individuals who may be willing to help.

AM

AM

TS/MF

JT

AM

Clerk also advised on problems experienced with the ordering of the Crosby Memorial Bench, Opening Doors Cumbria having lost key personnel.

Resolved: Clerk to order bench from alternate supplier at a cost of up to £1,000.

AM

SR 163/3/12 Village Matters

163.1 Houghton Village Green

Cllr Phillips reported to the council on a site meeting held on the 1st March with Mr B Walker, Westwood Nurseries. Suggestions to immediately improve the area included the extension of road bollards, installing planters to deter parking on the green, the planting of shrubs and the erection of no parking signs, this being circulated via a draft plan. Long term improvements suggested included the installation of raised sleeping policemen, a raised planter being installed in the parking area, post & link fencing around parking area and movement of the bus stop. Clerk advised that if planters were to be installed then a highways license would need to be applied for.

Agreed: Draft sketch of area improvements to be sent to Highways dept for comment, any comments to be considered before authorising Westwood Nurseries to progress with a

AM

detailed design.

Clerk also advised that a site meeting had been arranged with the new grass cutting contractor for Thursday 15th March, all cllrs being invited to attend.

163.2 Parish Community Plan

Reported that public meetings had been arranged for Linstock & Crosby at:-

- Crosby –on-Eden Hall – Wednesday 28th March 2012 at 7:30 p.m.
- Linstock Hall – Wednesday 4th April 2012 at 7:30 p.m.

Clerk to produce publicity materials for these.

Resolved: Houghton area meeting to take place on Wednesday 11th April 2012 at Houghton village hall, the parish council monthly meeting to be postponed to the 18th April.

Also **Resolved:** that the draft Parish Plan should be produced by the end of June/July 2012.

Cllr Robertson left at 10:00 p.m.

163.3 Crosby, Irthington & Scaleby Parish Magazine

A cllr reported on the re-launched parish magazine and asked if the council would consider contributing financially and editorially in its production.

Resolved: Grant application to be considered in April 2012 (alongside others) for financial contribution. Cllr Scougal to produce monthly parish council report for inclusion, this to be forwarded to Clerk.

163.4 Carlisle & District Sport & Physical Activity Alliance Foundation

Cllr advised on a meeting held with the Carlisle SPAAF about the provision of sport and summer holiday activity schemes for children. Costs to be approximately £400/day (plus hall hire costs) for three staff, equipment, marketing and management of the events.

Resolved: Five sessions agreed to be held, at a maximum cost of £2,500 (cost to participating children to be £3.00/session). These to be held at Crosby-on-Eden & Houghton (2 days each in the summer holidays) and a session at Tribune Drive, Houghton, to be held in the Silver Jubilee half term.

AM

163.5 Surplus Notice Board

Consideration was given as to where to position a surplus notice board.

Resolved: Notice board to be erected at Hadrian's Gardens, costs of up to £200 approved for this purpose.

AM

163.6 Crosby Play Area

Clerk advised that the annual RoSPA safety assessment had been undertaken. It had advised that the gate into the area had been assessed to be decaying and the spring closer damaged.

Resolved: Council assessed possible risks and resolved that gate remains as is, so that no dogs can enter the play area.

163.7 Tribune Drive Play Area

Consideration was given to the erection of dog fouling signs. However, due to the absence of Cllr Duncan, it was decided to defer this item to the April meeting and to monitor the area being reported as subject to dog fouling.

Also, **Agreed:** Clerk to obtain stickers from Keep Britain Tidy.

AM

SR 164/3/12 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

DRAFT MINUTES TO BE AGREED AT MEETING TO BE HELD 18TH APRIL 2012

SR 165/3/12 Councillor Matters

Cllr Lightfoot advised that a resident had reported a water logged area on the village green – possibly a broken drain. Clerk to progress.

AM

Cllr Fox advised that a tree in The Garth required attention. Cllr Fox to advise Clerk of exact location.

AM

Also requested that publicity materials regarding house insurance is displayed in the Council notice board – this was agreed.


AM

Cllr Nicholson advised that the gate on the footpath between Houghton Hall Garden Centre and Houghton had been found to be locked. Clerk to investigate.

AM

SR 166/3/12 Date of Next Meeting The next meeting is scheduled for Wednesday 18th April (please note change of date to third Wednesday in the month) at 7.30pm in Crosby on Eden village hall.

The meeting closed at 10:30 p.m.



CHAIRMAN

18/4/2012

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 18TH April 2012 in Crosby on Eden Parish Hall at 7:30 p.m.

To be
Actioned
By:

SR 167/4/12 Apologies for absence
Cllr R Gordon & A Lightfoot

SR 168/4/12 Present
The Chairman, cllr C Nicholson, P Duncan, M Fox, Y Robertson, T Scougal, J Telford & H Phillips.

SR 169/4/12 In Attendance
PCSO P Aiston & four members of the public

SR 170/4/12 Declarations of Interest
Cllr Telford declared a personal & prejudicial interest in item 5.5, Houghton Guides and Listock Jubilee grant applications;
Cllr Fox declared a personal & prejudicial interest in item 5.5, Crosby, Irthington & Scaleby parish magazine and item 5.7, Crosby on Eden village hall;
Cllr Nicholson declared a personal interest in planning application 12/0238, the applicant being known.

SR 171/4/12 Minutes of the meeting of the Parish Council held on 14th March 2012
The minutes of the meeting of the parish council held on the 14th March 2012 were agreed and signed by the Chairman.

SR 172/4/12 Community Policing Report
PCSO Aiston gave the following report:-

- Crosby – burglary of residence in daylight hours. Series of burglaries carried out through county in the same day. Arrests made.
- Linstock – burglary of un-occupied residence. Small generator being one of the items stolen.
- Houghton – anti-social behavior report of graffiti to Tribune Drive bus shelter, area to be monitored.
- Tarraby Lane – drug taking paraphernalia found. Thought to relate to steroid use rather than illegal drug use. PCSO Aiston requested that residents keep an eye on the area and report any suspicious activity.

PCSO Aiston left at 7:45 p.m.

SR 173/4/12 Public Participation

A resident of Linstock requested that the parish council pays for repairs to a collapsed drain in his garden. The resident advised that he had contacted Allan's Builders and they informed him that it was considered the P.C.s responsibility to repair the drain. The resident expressed concern over the safety of his garden in its current condition and the time taken to resolve this issue.

The Clerk advised on her findings on the matter. This included:-

- Original drain installed in 1969 by P.C. This drain was agreed to be replaced and increased in size by Allan's Builders in 1999/2000 to take surface water drainage from the Nurseries development to the River Eden;
- correspondence held on file indicates that other properties within Linstock have also connected to this drain;
- further investigation of the minutes by the Clerk have not offered any insight into liability for the maintenance of the drain;

1950

...

...

...

...

...

...

...

...

...

R

- Carlisle City Council would not adopt the drains in the area at the time due to the Nurseries having a Klargest sewerage system.

Given the above, it was stated that the council could not accept any liability at this point, until further liability determined.

It was agreed for the agenda item 9.1 - Linstock Collapsed Drain to be moved forward.

SR 174/4/12 Linstock Collapsed Drain

Consideration was given to the above.

Resolved:

- Sub-committee to deal with this matter was formally constituted. Committee to consist of Cllr Nicholson, Fox, Telford, Robertson & Phillips. A cllr to be nominated to formally communicate on the committees behalf;
- Drainage Maps - Cllr Nicholson to contact the City Council to determine if drainage plans of the area are available;
- Resident – to obtain three estimates for the repair of the drain. It was agreed that the resident contact their insurance company to see if they have any cover for repair or legal expenses incurred;
- Legal Advice – Clerk to obtain legal advice on where liability lies for repair of the drain from Burnetts Solicitors;
- Allan's Builders – Clerk to write to Allan's advising of liability for the repair of the drain, following legal advice being received to this effect.

CN

AM

AM

Three residents left at 8:10 p.m

SR 175/4/12 Finance Matters

175.1 Resolved that the following payments be approved:-

A McCallum – Salary £968.65, Re-imbursments £266.12	1,234.77
Staples – Stationery & Stamps	42.78
HMRC – PAYE & NI Payments	253.61
CALC – Subscription 2012/13	331.50
Broxap – net hooks	60.00
CALC – Essential Cllr Course	48.00
Cumbria Waste Management – Grant release contribution	500.00
Printerpal – printer charges March	71.23
B Hill – reimbursements for Houghton in Bloom	<u>178.39</u>
Total	<u>£2720.28</u>

175.2 To note the balances at the bank as at 31st March 2012

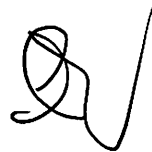
Treasurer Account	£ 984.39
Money Manager Account	£ 71,763.61
Expenditure to 31/03/12	£ 72,748.00

175.3 To note the receipt of £129 from Carlisle City Council and Carlisle Parish Council Association towards Linstock Hall toilet insulation and bank interest received of £10.27.

175.4 Quarterly Monitoring Report

A report on income and expenditure for the period January to March 2012 was received.

Resolved: report noted and approved.



175.5 Accounts to the year ended 31st March 2012 were received.

Resolved: to approve the accounts for 2011/12. Finance group meeting to be arranged in near-future to discuss levels of un-allocated financial reserves.

175.6 Parish Council Grants 2012/13

Applications for grants from parish organisations were considered.

Resolved: to award the following grants:-

- Houghton Echo – printing charges - £600 (Section 142)
- Houghton in Bloom – flowers for displays in village - £400 (Section 164)
- Linstock Village Hall – repainting of toilets - £240 (Section 133)
- Crosby, Irthington & Scaleby Magazine – printing costs - £250 (Section 142)
- Houghton Guides – Jubilee Celebration event - £250 (Section 145)
- Houghton Parochial Church Council – exterior lighting to St John's Hall - £480 (Section 133)
- Linstock Jubilee Group – Jubilee & Olympics community day - £400 - (Section 145)

Cllr Fox left the room while the application for Crosby, Irthington & Scaleby Magazine was considered and Cllr Telford left the room while the applications for Houghton Guides and the Linstock Jubilee Group were considered.

175.7 Cumbria Association of Local Councils Annual Subscription 2011/12

Membership for the year 2012/13 was considered.

Resolved: Subscription of 316.00 approved.

175.8 Grants Received

Clerk reported on successful grant applications submitted. These included:-

- Cumbria Waste Management – balance of funding from Tribune Drive play area authorised to be transferred towards landscaping and planting of area;
- Cumbria County Council Divisional Grants - £750 towards Crosby bench to commemorate the Diamond Jubilee;
- Carlisle City Council/CPCA Grants – S.R. P.C. awarded £1,500 towards play equipment for Crosby on Eden; Linstock village hall £738 towards external painting of the hall, Houghton village hall £1,500 towards an upgrade of the electric lighting; Crosby on Eden village hall £1,500 towards refurbishment of the second meeting room.

Cllr Fox also reported on a meeting held with Mr G Schubert, Sport & Physical Activity Alliance Foundation (SPAA) on the planned summer activity days to be held in Houghton & Crosby on Eden. Sessions are to take place weekly (alternating between Houghton and Crosby) in the first four weeks of the summer holidays and an introductory/opening event session to be held at the Tribune Drive play area in June. Advised that further scope to hold 'twilight' family sessions existed, Mr Schubert willing to help the P.C. to apply for a Neighbourhood Forum Grant for this purpose.

Resolved: Clerk to apply for a Neighbourhood Forum grant, Cllr Mallinson to also be approached for funding.

AM

Due to the attendance of City Councillors, it was agreed for the Highway Matters agenda item to be moved forward.

SR 179/4/12 Highway Matters

179.1 Houghton Road – parking of vehicles on the highway verge

A report had been circulated from the Planning Enforcement Officer advising that as none of the properties having created new accesses onto the highway, no breach of planning control has taken place in the area.

Agreed: Clerk to progress this matter with Highway dept, Cllr Mallinson to be copied into e-mails.

AM/JM

179.2 Carlisle Northern Development Route – increase in traffic levels on A689

Cllr reported that anecdotal evidence suggests that the A689 has become busier since the opening of the CNDR. This in particular, having caused problems to residents who have to access/exit their properties. This item had been raised by resident's at the Parish Plan meetings.

Resolved: Clerk to write to Kevin Walsh, Highways. Request that staggered junctions are investigated for un-adopted lanes alongside the A689. Also, to request Police data on speed's, etc.

AM

Cllr Mallinson left at 9:25 p.m.

SR 180/4/12 Planning Matters

180.1 Applications

12/0233 13 Drumburgh Avenue, Carlisle – two storey side extension to provide extended kitchen, utility, sitting room and WC on ground floor with en-suite bedroom above together with erection of detached garage.

Resolved: that 'no observations' be made.

12/0238 Greengate, The Orchard, Crosby On Eden – erection of detached garage.

Resolved: Voted to 'object' to the development, it being considered in-inappropriately large in height, footprint and massing for its domestic cartilage and that the Planning Authority should ensure that it is to be used for domestic and gardening purposes only.

12/0278 Eden Nursery, Linstock Cottage, Linstock – erection of 1no. dwelling

Agreed: To be considered at meeting to be held on the 9th May 2012.

6 Vestaneum, Crosby on Eden – conversion of garage to living area, single storey side and rear extension to provide extended kitchen and sun room with en-suite dressing room and erection of double garage to front elevation (revised application).

Resolved: to submit the same comments as per the original application in December 2011, highlighting concerns on the over-dominance of the development and potential problems with existing surface water drainage and sewerage capacity levels.

To consider permission notices received:-

11/1109 1-6 Rickerby House, Rickerby, Carlisle – earth embankment to provide improved flood protection for Rickerby House.

12/0031 The Beeches, Tarraby – formation of en-suite bathroom at first floor level; construction of external stack pipe to rear elevation.

SR 181/4/12 Clerks Report

SR156/3/12 Police Patrol – Cllr Volunteers

Cllr Phillips volunteered to take part.

SR 158/3/12 Linstock – Reduction of speed limit to 20 mph

Site meeting to be arranged with Highways Officer. Cllr Mallinson also advised that traffic counters were out in the village at the moment and that new regulations concerning the introduction of 20 mph limits are being issued which could be favourable.

SR158.2/3/12 Houghton Traffic Calming & Parish Council village green improvements

Plan's sent to Highways Officer. Officer advised that he will undertake a traffic survey (count & speed of vehicles) alongside a visual observation over a period of time, so that he is able gain a true reflection of what is going on in the area – it was noted that these seem to be in evidence at the moment. Advised the parish council to put on hold any improvements, until this has been undertaken.



SR132/1/12 Overnight Parking of Vehicles – Linstock Lay-By

Sarah Steele, Highways confirmed that this area has been added onto the list of TRO requests and will be dealt with as part of the rolling programme for TROs for future inclusion in the Minor Highways improvements.

In the meantime, the site will be monitored by staff when passing, and any further information which residents may note, such as if it's the same company, times, days and the like, could be passed to us, as it may be that a phone call to the company in question might resolve the issue- this has worked in the past.

SR 158.3/3/12 HGV Weight Restriction on B6264

Cllr Mallinson advised that (prior to leaving the meeting) discussions with Highways Officers indicate that they have no-plans to pursue a HGV weight restriction at the moment. Any further action on this item would have to be pursued through the Highways & Transport Working Group.

SR 162.2/3/12 Carlisle City Council – Interim Planning Policy Statement

Response submitted 19th march.

SR162.4/3/12 Asset Inspection 2012

Houghton & Crosby Benches to be replaced by Woodstyle Joinery. A Cllr reported that it had been raised at a Parish Plan meeting that a uniform approach to bench design should be adopted through the parish.

Houghton bench repair – Clerk reported on an estimate received to repair the bench.

Agreed: Clerk to obtain other quotes for its repair.

Appeal for volunteers – poster displayed, no volunteers contacted Clerk, to date.

AM

SR 165/3/12 Houghton Village Green – Boggy Area

Clerk reported that she was awaiting drainage plans. Clerk to pursue.

AM

SR 165/3/12 Trees at Garth, Crosby On Eden

Informed Carlisle City Council of exact location of trees that require crown lifting.

SR 165/3/12 Houghton Hall Garden Centre – Footpath Gate Locked

Advised that the gate is unlocked (on a rota basis) during trading hours. If found to be locked in future, Manager asked to be informed of times and dates that this has been found to be happening.

Crosby On Eden – Parking at School

Cllr Mallinson advised that a talk had been held on road safety issues with children and they are going to help to find ideas on how the problem should be tackled. If this is unsuccessful, then the introduction of double yellow lines will be pursued.

SR 182/4/12 Administration & Governance

182.1 Parish Council Meetings – Use of St John's Church Hall

Consideration was given to the hire of St John's Church Hall for the meetings to be held in May, June and July.

Resolved: Clerk to book hall for May, June and July.

AM

182.2 Consultations Received & Considered

A Parish Council response was considered to:-

- a) Carlisle Parish Councils Association – Draft Charter between Carlisle City Council & Parish Councils

A copy of the draft charter was circulated alongside the agenda, consultation period to finish on the 4th May 2012. Comments by a Cllr who had worked on the document, advised that the new charter removes equality between Parish Councils and the City Council and he



does not condone the new document.

Resolved: To respond to the consultation advising that:-

- The decision on adoption should be deferred until May, when a new City Council is elected. The old parish charter to remain in place until then;
- new charter to retain the equality contained in the existing line that 'it is recognised in this Charter that the three tiers of Local Government are equal partners' the number of tiers to be amended as required.

AM

182.3 Neighbourhood Planning Workshops – Attendees Reports

Two Cllrs attended and made the following report:-

- Workshop outlined what is required in a Neighbourhood Plan. This was commented as likely to take a significant amount of time to produce or expertise would have to be bought in;
- due to the above, thought unlikely that any P.C.s will produce a plan;
- however, considered that SRPC should strive to produce a plan, when the next Carlisle District Plan is produced;

Suggested that an approach is made to Irthington Parish Council to determine if they are producing a plan and a joint approach is made.

Agreed: Chairman to approach Irthington Parish Council.

CN

SR 183/4/12 Village Matters

183.1 Parish Plan Meetings Held

Cllr Telford asked for her thanks be formally recorded to Cllr Fox for chairing the Linstock public meeting. Chairman also thanked everyone for their participation.

Resolved: Parish Plan Working Group meeting to be held on Tuesday 1st May at Crosby on Eden hall at 7:30 p.m. This meeting to agree a framework on writitting the plan, an outline to be presented to the full Council at the June meeting.

Cllr requested that an up-date on what the Council had achieved from the last Parish Plan is should also be included.

AM

183.2 Hadrian's Gardens Notice Board

Clerk distributed photographs of where the board could be positioned.

Resolved: Board to be positioned alongside sign for Hadrian's Gardens and SALT bin.

AM

183.3 Houghton 'No Cold Calling Zone'

Consideration was given to extension of the zone to the whole village.

Resolved: To support neighbourhoods that request such zone extensions. Clerk to contact trading standards to determine if this is possible.

AM

183.4 Tree Preservation Order (TRO) - Tarraby

Consideration was given to the application for a TRO for an apple tree at the junction of Houghton Road and the B6264.

Resolved: Clerk to progress the application for a TRO.

AM

183.5 Crosby Play Area

Consideration was given to using Groundwork North East (a significant funder of the project) to design the play area. Charges for the design, tender and contract management and site supervision to be approximately 16.5% of total project costs. Estimated project costs to be £33k (subject to other grant funding being obtained), the charge to SRPC therefore being approximately £5.5k.

Clerk also advised that an outline planning application had been submitted to the City Council. This being necessary at this stage (although final design/manufacturer not decided) to allow further applications for grant funding to be progressed.

Agreed: Clerk to enter into further dialogue with Groundwork North East on this matter.

AM

SR 184/4/12 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 185/4/12 Councillor Matters

Cllr Telford advised that a pothole on Jackson Road had caused a child to fall in the road. Clerk to progress. ^{EWO} [^] ^{pen}

AM

Cllr Phillips requested that an item 'Courtesy in the Community' be placed as an agenda item for the May meeting.

AM

Cllr Scougal requested that Neighbourhood Watch be placed as an agenda item for the May meeting.


AM

Cllr Nicholson reported that what appeared to be an illegal sign had appeared at the Wallfoot Hotel and requested that if so, Planning Officers ensured its removal. Clerk to progress.

AM

SR 186/4/12 Date of Next Meeting The next meeting, which is the **Annual General Meeting** is scheduled for Wednesday 9th May at 7.30pm in St John's Church Hall, Houghton.

The meeting closed at 10:20 p.m.


C. Nicholson
9/5/12