

STANWIX RURAL PARISH COUNCIL

Minutes of the Annual General Meeting of the Stanwix Rural Parish Council held on Thursday 9th May 2012 in St John's Church Hall, Houghton at 7:30 p.m.

To be
Actioned
By:

SR 1/5/12 Election of Chairman for the year 2012/13

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

SR 2/5/12 Election of Vice-Chairman for the year 2012/13

Cllr M Fox was elected Vice-Chairman for the coming year.

SR 3/5/12 Apologies for absence

Y Robertson

SR 4/5/12 Present

The Chairman, Cllr C Nicholson, Cllrs P Duncan, M Fox, R Gordon, A Lightfoot, H Phillips, T Scougal & J Telford.

SR 5/5/12 In Attendance

City Cllr J Bainbridge, PC A Wright & Mr J Smith, Groundwork North East & Mrs S Aglionby.

SR 6/5/12 Declarations of Interest

Cllr Fox declared a personal interest in item 7.5 Crosby on Eden village hall, 7.6 Crosby Social Committee & planning application No. 12/0267 Crosby On Eden village green. Cllr Gordon declared a personal interest in item 11.3 Linstock collapsed drain.

SR 7/5/12 Minutes of the meeting of the Parish Council held on 18th April 2012

The minutes of the meeting of the Parish Council held on the 18th April 2012 were approved, agreed and signed by the Chairman subject to the following amendment:- SR 185/4/12 Cllr Telford advised that a pothole on Jackson Road had caused two children to fall in the road.

SR 8/5/12 Public Participation

Mrs S Aglionby, Houghton Diamond Jubilee group advised the Council of an event to be held on Monday 4th June to celebrate the Queen's Diamond Jubilee. It is to be an open event, all welcome and any offers of help would be welcomed. Lantern making for children to take place in St John's Church Hall from 6:30 p.m. with a procession of lanterns to The Croft at 8:30 p.m. Beacon to be lit at 10:00 p.m. No charge for admission, guided bat walks, music and organic refreshments for sale on the evening.

Mr J Smith gave an overview of what Groundwork North East's (GNE) involvement would be in the Crosby play area project. Advised that £5,000 funding had been secured for the project by GNE and they are responsible for ensuring that all terms and conditions of the offer are complied with and outputs delivered. Reported that we are currently behind schedule on project timetable, play area scheduled to be completed by January 2013. GNE offer a project management service that includes community consultation; the sourcing of further funding; landscape architects to design the area; tender supervision and on-site supervision. A fee for this service is charged (negotiable dependant on extent of work undertaken) but would be in the region of 15% of the total project cost. It was agreed for Agenda item 11.2 Crosby Play Area to be moved forward.

SR 9/5/12 Crosby Play Area

Consideration was given to the contracting of Groundwork North East in the design and implementation of the play area.

Resolved: Offer from GNE accepted in principle, fee to be negotiated on expectation of what work will be undertaken on the Councils behalf.



SR 10/5/12 Community Policing Report

PC A Wright gave a crime report that included:-

- Thefts and burglaries – number of incidences rose in April but two suspects now arrested. Reported incidences included the theft of a collie dog from Rowelstown; diesel syphoned from an HGV vehicle at Sandysike; heating fuel stolen at Walton; canoe stolen from Blackford;
- Tarraby – egging of car reported and being investigated;
- Hadrian's Gardens – reports of vans congregating. Vehicles registered in the Penrith and Dumfries areas;
- Operation Farm Watch – to take place on 30th May;
- Crosby Moor – report of a teenager living in a wood. Cllr advised that this was dealt with very swiftly by attending Police.

PC Wright left at 8:10 p.m.

SR 11/5/11 Finance Matters

11.1 Resolved that the following payments be approved:-

A McCallum – Salary £982.89 & Re-imburements £93.53	1076.42
Staples – Stationery	27.52
Houghton P.C.C. – St John's hall hire May, June & July	36.00
Woodstyle Joinery – benches for Crosby & Houghton	2311.60
Printerpal – Printer hire April	16.51
S Nicholson – Grass cutting April 2012	528.00
Whitesyke Garden Centre – Houghton in Bloom garden shed	417.00
Total	<u>£4413.05</u>

Clerk advised that a she had been offered a free place to the Society of Local Council Clerks Annual Conference (as Treasurer of the Cumbria Branch) and asked if the Council would re-imburse her travel expenses to attend the conference at Kendal.

Agreed: to re-imburse Clerks travel expenses.

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

Treasurer Account	£ 1,881.28
Money Manager Account	£ 115,211.61
Expenditure to 30/04/12	£ 2,738.11

11.3 To note receipt of £2,417.56 VAT repayment for the period October to March 2012, Precept of £40,450, Cumbria Waste Management Grant of £2,530.44 towards Tribune Drive play area equipment and Neighbourhood Forum grants of £450 towards Houghton in Bloom and £750 towards Crosby On Eden's memorial bench.

11.4 Audit Commission Annual Return 2012 to approve the statement of assurance and authorise the Clerk & Chairman to sign the annual return for y/e 31st March 2012.

Resolved: Chairman & Clerk to sign the Annual Return 2012.

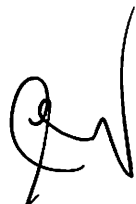
11.5 Cumbria Playing Fields Association to consider affiliation fees of £25.00 for 2012/13.

Resolved: to renew subscription for 2012/13.

11.6 Crosby On Eden Village Hall

Consideration was given to the release of funds for the refurbishment of the kitchen and painting of the storage container totalling £1,917.42.

Resolved: Approved.



11.7 Houghton Diamond Jubilee Beacon

Consideration was given to a donation request for £250 towards costs to hold the event.

Resolved: Donation of £250 was agreed.

An application from Crosby Jubilee Social Committee of £200 towards costs to hold a Jubilee event was also considered.

Resolved: Donation of £250 was agreed, to match the contribution given to Houghton.

SR 12/5/12 Planning Matters

12.1 Applications

12/0267 Crosby on Eden Village Green – installation of play equipment on village green.

Resolved: that 'no observations' be made.

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

Resolved: to object to the development due to concerns regarding vehicular access arrangements to/from the site. These included:-

- The Council supports the comments of a neighbour regarding issues of traffic and visibility, the road being a single track lane with limited areas for vehicles to pass;
- The Council has been led to understand that the applicant also owns the adjoining property (not edged blue on the plan) and would request that, given the above concerns, vehicular access should be made through the existing access:
- The Council endorses the Highway's Officers stipulated conditions.

12/0295 Greensyke, 163 Houghton Road, Houghton – erection of single storey side and rear extension to provide garage, hall and kitchen; erection of oak framed porch.

Resolved: to comment that it is considered that the oak framed porch is out of character with the main residence and it would be preferred if the garage door is constructed from timber, rather than steel.

12/0297 The Old Vicarage, Crosby On Eden – creation of en-suite bathroom involving creation of new partition walls; erection of conservatory; enlargement of existing window opening and replacement of existing window with patio doors and the creation of stepped access to serve doorway; removal of lime wash from exterior and repointing in cement based mortar (Retrospective/LBC).

Resolved: that 'no observations' be made.

12/0309 Houghton House, Houghton – erection of tractor, wood chipping and storage shed.

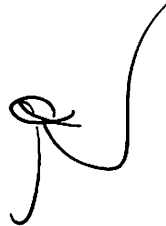
Resolved: that 'no observations' be made.

Permissions

None received.

Notification of withdrawn application

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.



SR13/5/12 Clerks Report

SR183.3/4/12 Houghton – Extension to 'No Cold Calling Zone'

Rang Louise Maving, Community Support Officer, Trading Standards.

Advised that 'No Cold Calling Zones' are usually set-up in small areas only, where vulnerable residents (elderly or handicapped) live or sound reasons for its instigation can be proven i.e. high rate of crime is apparent. The area currently covered by the No Cold Calling Zone in Houghton was instigated by a request from the Houghton Evergreens Club. For the whole of Houghton to be covered, is really considered too large an area, as all entrances, streets and footpaths need to display the relevant signage at all entry and exit points. However, she will put it on the list of nominated areas for consideration in the future.

SR175.8/4/12 SPAA – Neighbourhood Forum Grant

Clerk completed form, G Schubert, SPAA to complete and submit.

SR179.2/4/12 CNDR – Increase in traffic levels on A689

Clerk written to K Walsh, Highways Officer and reply circulated to Cllrs advising of increases of traffic flow of 5% at Crosby Moor and 8% between Houghton Rd and Junction 44 of M6. K Walsh offering to attend a meeting after the summer break when more detailed traffic data is available. This was considered not acceptable.

Agreed: Working Group to be formed of Cllr Nicholson, Fox, Scougal & Phillips. Approach to be made by Cllr Nicholson to Irthington P.C. to hold joint meeting to progress this item.

CN

SR162.4/3/12 Refurbishment of Notice Boards

Clerk obtaining estimates.

SR165/3/12 Houghton village green – boggy area

Clerk reported on site meeting held with H Renyard, Carlisle City Council. Agreed to jet out drains in area and carry out investigation via camera.

SR182.2 CPCA – Draft Parish Charter Comments

Submitted 23rd April.

SR182.3 Neighbourhood Planning – Joint with Irthington Parish Council

Chairman reported that initial approach to Irthington P.C. had indicated that they would be interested in the production of a joint Neighbourhood Plan. Further consideration of this item to be given when joint meeting is held concerning A689.

CN

SR183.2 Hadrian's Gardens Notice Board

Clerk progressing issue of highways license.

SR183.4 Tree Preservation Order – Tarraby

Advised by Charles Bennett, Tree Officer that as the area of land where the tree is situated is managed by Carlisle City Council, a TPO would not usually be issued as it should be under good management. Advised that if the management of the tree is in question, the P.C. should contact Carlisle City Councils Green Spaces Manager, Luke Leathers.

Agreed: Clerk to advise Mr Leathers of possible risk to tree due to work being undertaken to telephone line.

AM

SR185.4/4/12 Pothole on Jackson Road

Reported via highway hotline.

SR 185/4/12 Wallfoot Hotel – illegal signage

Reported to Planning Enforcement Officer. Advised that if the sign is situated on the highway verge it is the highways departments remit to remove it. If it is on land owned by the Wallfoot Hotel, he will enforce removal.



Houghton – Speed Checks

Advised by Inspector Bradbury that speed checks had been undertaken in Houghton on the 27th April, several people being stopped and warning letters issued. However, none were speeding at a level that would lead to prosecution, the motorists stopped doing between 2 and 5 miles/hour over the limit.

SR 14/5/12 Administration & Governance

14.1 Appointment of Representatives to Outside Bodies

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

- Houghton Village Hall Committee – Cllr A Lightfoot
- Crosby Village Hall Committee – Cllr M Fox
- Airport Consultative Forum – Cllr Nicholson
- Brampton & Beyond Community Trust– Cllr M Fox, now Trustee
- Broadband – Cllr Duncan

Bodies now not in existence being the Stanwix & Wetheral Neighbourhood Forum, Carlisle City Council Environment Forum & Cumbria Police Authority Community Forum. Advised that nothing heard from the Joint Practitioners Gypsy & Traveller Group since April 2008.

14.2 Programme of meetings 2012/13

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

14.3 Appointment of Working Groups

Report circulated on suggested working groups and Cllr representatives nominated.

Resolved: Following working groups appointed:-

- *Finance/Risk Group* – Chair, vice-chair, Cllr Gordon, Cllr Phillips & Cllr Duncan;
- *Planning* – Chair & ward Cllrs from relevant areas;
- *Personnel* – Chair, vice-chair, Cllr Phillips, Cllr Scougal, Cllr Robertson (nominated in absence) & Cllr Telford.
- *Cllr Interview Panel* – Chair, Cllr Lightfoot & Cllr Robertson (nominated in absence).
- *Complaints/Appeals* – Chair, vice-chair, Cllr Duncan & Cllr Robertson (nominated in absence).

14.4 Meetings – How to Make Shorter

Consideration was given on suggestions as to how meetings could be reduced in length.

SR 15/5/12 Village Matters

15.1 Grass Cutting 2012

A review of the performance and cutting methods of the new contractor was undertaken.

Resolved: to be considered again at June meeting.

AM

15.2 Linstock Collapsed Drain

Cllr Nicholson advised that Carlisle City Council staff were still looking for drainage maps for the site. Clerk advised that Solicitor was still looking into the item and no estimates had been received as yet from the resident`.

Agreed: Working Group of Chair, vice-chair, Cllr Telford, Cllr Phillips & Clerk to meet on Thursday 17th May at 10:30 a.m.

CN/MF
JT/HP
& AM



15.3 Houghton – Courtesy in the Community

Cllr Phillips distributed a document highlighting issues that he considered could be tackled under the banner of 'courtesy in your community'. These being litter, dog fouling, the parking of cars & cycling on pavements. The document also outlined partnership working that could be instigated with other community groups, e.g. Police, schools and other agencies.

Agreed: Working Group of Cllr Phillips, Duncan, Lightfoot & Robertson to be formed to move this initiative forward. Mr B Hill to also be invited to give input.

HP/PD/
AL/YR

City Cllr J Bainbridge left at 9:50 p.m.

Clerk advised of a planned play area opening event at Tribune Drive to be held on Wednesday 6th June at 1 – 4 pm and asked for suggestions on who should officially open the event.

Agreed: Mrs S Aglionby to be approached.

SA

15.4 Neighbourhood Watch – formation of group for Crosby/Crosby Moor area

This item was withdraw by Cllr Scougal.

15.5 Community/Parish Plan

Cllr Fox had produced and circulated a draft document prior to the meeting, identifying areas highlighted in the survey for action and asked for feedback on the document to be given via e-mail. Cllr Fox also to circulate an action template and asked for suggestions on the best form of layout for the plan, i.e. size.

SR 16/5/12 Schedule of Correspondence, notices and publications

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

SR 17/5/12 Councillor Matters

Cllr Duncan requested an update on the issue of parking of verges. Clerk to progress.

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SR 18/5/12 Date of Next Meeting The next meeting is scheduled for Wednesday 13th June 2012 at 7.30pm in St John's Church Hall, Houghton.

The meeting closed at 10:00 p.m.


Cllr Nicolson seen
CHAIRMAN
13/6/2012

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 13th June 2012 in St John's Church Hall, Houghton at 7:30 p.m.

SR 19/6/12 Apologies for absence

P Duncan, R Gordon & T Scougal

SR 20/6/12 Present

The Chairman, Cllr C Nicholson, Cllrs M Fox, A Lightfoot, H Phillips, Y Robertson & J Telford.

SR 21/6/12 In Attendance

City Cllr J Bainbridge & M Bowman, County Cllr J Mallinson & PCSO P Aiston.

SR 22/6/12 Declarations of Interest

Cllr Telford declared a personal & prejudicial interest in item 5.4 – notice board refurbishment and a personal interest in item 8.3 – insurance requirements for Linstock Jubilee event.

Cllr Fox declared a personal interest in item 6.1 - planning application No. 12/0291.

Cllr Nicholson declared a personal interest in item 5.4 – notice board refurbishment.

SR 23/6/12 Minutes of the meeting of the Parish Council held on 9th May 2012

The minutes of the meeting of the Parish Council held on the 9th May 2012 were approved and signed by the Chairman.

SR 24/6/12 Public Participation

No members of the public in attendance.

SR 25/6/12 Community Policing Report

PCSO Aiston gave a police report that contained the following:-

- Wallfoot Hotel – theft of an iPad;
- Anti Social Behaviour – youths on moped in Houghton causing nuisance reported;
- Trading Standards – operation to target bogus builders to begin week commencing 18th June. Asked to report any known bogus builders in circulation to Police or Trading Standards.

A Cllr requested data on how many speeding tickets had been issued on the A689 in the previous six weeks. PCSO Aiston to obtain this information and forward to the Council. Also requested if any details of an accident between an HGV and a car at St John's bridge, Houghton were available. Advised that he would check and get back to the Council.

PCSO Aiston left at 7:45 p.m.

SR 26/6/12 Finance Matters

26.1 Resolved that the following payments be approved:-

A McCallum – Salary £937.07 & Re-imbursments £134.90	1071.97
Staples – Stationery	42.74
B Hill – Houghton in Bloom reimbursements	511.23
Zurich Municipal – Insurance premium 2012/13	928.90
Printerpal – Printer hire May	53.18
S Nicholson – Grass cutting May 2012	528.00
Grafix Signmakers – Dog fouling signs	105.60
J Airey – Internal audit fee – October to March 2012	140.80
Crosby on Eden P.C.C. – Crosby Magazine grant	250.00

To be
Actioned
By:

PCSO
Aiston

Houghton Village Hall – Hall hire 11 th April 2012	12.00
Cumbria Playing Fields Association – Enrolment fee 2012/13	25.00
S Nicholson – Tribune Drive landscaping	<u>4398.00</u>
Total	<u>£8067.42</u>

26.2 To note the balances at the bank as at 31st May 2012

Treasurer Account	£ 1,468.23
Money Manager Account	£ 110,889.61
Expenditure to 31/05/12	£ 7,151.16

26.3 Internal Auditors Report

The report for the period 1st October to 31st March was received.

Resolved: Approved.

26.4 Finance/Risk Group Meeting

To agree a date for the meeting to be held.

Resolved: meeting to be held at 11:00 a.m. on Thursday 28th June at Chairman's residence.

Cllr Telford left the room at 8:40 p.m.

26.5 Notice Board Refurbishment

Three estimates for the refurbishment of ten notice boards were considered.

Resolved: To approve estimate of £485 + VAT from RJ Telford.

Cllr Telford re-entered the room at 8:45 p.m.

SR 27/6/12 Planning Matters

27.1 Applications

12/0291 6 Vestaneum, Crosby on Eden – single storey rear extension to provide extended kitchen and sunroom, single storey side extension to provide en-suite dressing room together with single storey front extension to provide extended bedrooms (revised application).

Resolved: to reiterate previous comments but to add that 'any further development in the village of Crosby On Eden should be granted only [insert] subject to existing sewage and surface water drainage systems being deemed to have sufficient capacity to cope with the additional levels of usage.

12/0421 Gwynedd, 26 Houghton Road, Houghton – erection of single storey extension to front elevation to provide porch and extended garage together with single storey rear extension to provide extended kitchen and dining room with recessed balcony above.

Resolved: that 'no observations' be made.

12/0435 13 Drumburgh Avenue, Carlisle – two storey side and single storey rear extension to provide extended kitchen, utility, living room and WC on ground floor with en-suite bedroom above together with erection of detached garage (revised application).

Resolved: to comment that 'attention should be given regarding the neighbours concerns on the original boundary line and Officers requested to act accordingly.

12/0027 S211 Rickerby Lodge, Rickerby Mews, Rickerby – fell yew tree

Resolved: that 'no observations' be made.

12/0028 S211 Rickerby Lodge, Rickerby Mews, Rickerby – fell cherry tree

Resolved: that 'no observations' be made.

12/0267 Crosby On Eden village green – installation of play equipment (amended details)

Resolved: that 'no observations' be made.

Permissions

12/0309 Houghton House, Houghton – erection of tractor, wood chipping and storage shed.

SR28/6/12 Clerks Report

SR179.2/4/12 CNDR – Increase in traffic levels on A689

Working group meeting to be arranged. Chairman to action.

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SR182.3 Neighbourhood Planning – Joint with Irthington Parish Council

Chair advised that an approach had been made to Irthington Parish Council. Meeting arranged for Wednesday evening 27th June at Crosby village hall.

CN

SR183.4 Tree Preservation Order – Tarraby

L Leathers, Green Spaces Manager advised of risk to tree. Chairman advised that a resident of the area was currently circulating a petition.

SR15.3/5/12 Houghton - Courtesy in the Community

Cllr Phillips reported that a meeting had been held on 24th May. The main objective of the group being to tackle dog fouling, litter, parking and cycling on pavements in Houghton. Campaign to commence in July or September and to work with school, village hall user groups, Police and residents to achieve results.

Cllr Bainbridge to forward details of 'Big Tidy-Up' information to Cllr Phillips.

JB

SR 17/5/12 Parking of vehicles on verges

Site meeting held with Highways Enforcement Officer, Mr Mark Wilson on 6th June. Mr Wilson to write to Houghton Road residents that have inserted flags, hardcore or street furniture into the highway verge to remove it, current Highway policy being to retain all green space. Clerk to determine when letters have been sent to residents and the legal process required to ensure removal, i.e. timescale, costs, etc.

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SR 29/6/12 Administration & Governance

29.1 Consultations Received and Considered

A Parish Council response was considered to:-

a) **Audit Commission** – to consider the re-appointment of BDO LLP to carry out external audits from 2012-2016.

Resolved: To re-appoint BDO LLP as the Council's external auditor for the period 2012-16.

b) **Carlisle City Council Strategic Housing Land Availability Assessment** – to consider a response on the list of sites identified within the Parish.

Resolved: Clerk to submit comments listed below:-

i) **HO01 – Houghton:** to oppose development of the site.

Reason:

- Development even of 30% of the site would be a significant enlargement of the overall footprint of Houghton; and would have an adverse impact upon the retained rural character of the village; would impose significantly greater demands upon the village's infrastructure services; and would be a significant intrusion into open countryside;
- the nearby presence of the M6 would also require sound baffling measures to be instigated, the strip of woodland being considered of inadequate depth to alleviate noise to the extent required for residential properties;
- the results of a parish plan survey recently undertaken, indicate that 58% of

AM

respondents (within Houghton area), would oppose any further housing development in the village;

- development of any part of the site would set a precedent for further development.
- the council is aware that more land was identified than was required in the SHLAA undertaken in November 2010.

ii) **HO02 – Land at Houghton Road:** to oppose development of the site.

Reason:

- the results of a parish plan survey recently undertaken, indicate that 58% of respondents (within Houghton area), would oppose any further housing development in the village;
- the council is aware that more land was identified than was required in the SHLAA undertaken in November 2010.

iii) **HO03 – Hadrian's Camp, Houghton:** to oppose development of the site.

Reason:

- Part of this site is identified in the Carlisle District Local Plan as a County wildlife site/local nature reserve. Any development would have to take this into account and a 'buffer zone' created;
- the area site is situated adjacent to a newly created wildlife wetland area at Croft Farm, Houghton and it is envisaged that wildlife will travel from one area to another;
- the results of a parish plan survey recently undertaken indicate that 58% of respondents (within Houghton area), would oppose any further housing development in the village;
- the council is aware that more land was identified than was required in the SHLAA undertaken in November 2010.

iv) **OC30 – North Stile Farm, Linstock:** to oppose development of the site.

Reason:

- The positioning of residential housing within close proximity to a silage pit and anaerobic digester unit is thought unsuitable;
- any further development in the village should not be undertaken until foul drainage systems are established and working;
- the results of a parish plan survey recently undertaken indicate that 60% of respondents (within Linstock area), would oppose any further housing development in the village;
- the council is aware that more land was identified than was required in the SHLAA undertaken in November 2010. This site was then listed as being of 'nil potential'. Given this, the identification of additional sites is considered unnecessary.

v) **OC31 – South Ellengrove, Linstock;** to oppose development of the site.

Reason:

- Any further development in the village should not be undertaken until foul drainage systems are established and working;
- the results of a parish plan survey recently undertaken indicate that 60% of respondents (within Linstock area), would oppose any further housing development in the village;
- the council is aware that more land was identified than was required in the SHLAA undertaken in November 2010. This site was then listed as being of 'nil potential'. Given this, the identification of additional sites is considered unnecessary.

vi) **OC32 – North Rose Dene, Linstock:** to oppose development of the site.

Reason:

- The positioning of residential housing within close proximity to a large silage pit and anaerobic digester unit is thought unsuitable;
- any further development in the village should not be undertaken until foul drainage

- systems are established and working;
- the results of a parish plan survey recently undertaken indicate that 60% of respondents (within Linstock area), would oppose any further housing development in the village;
- the council is aware that more land was identified than was required in the SHLAA undertaken in November 2010. This site was then listed as being of 'nil potential'. Given this the identification of additional sites is considered unnecessary.

29.2 General Power of Competence

Clerk reported on the following areas following attendance of the Society of Local Council Clerks conference:-

- General Power of Competence – qualification criteria, powers and restrictions;
- Neighbourhood Development Plans – Eden's pilot project, production times and partnership working;
- Asset's of Community Value – From July 2012, Parish Councils can make a list of assets i.e. pubs, shops, etc. of community value. The aim being to safeguard these services and stop buildings being turned into housing. Councils will also have the 'right to bid' and purchase these assets.

29.3 Parish Council Insurance – Linstock Jubilee Event

Clerk advised that for the purpose of insurance a sub-committee needed to be convened, for the Linstock Jubilee Event.

Resolved: Council sub-committee members to be Cllr Telford, Gordon & Fox. Non-council member's of A Alecock, J Bower & K Booth-Clibborn to be co-opted to the committee until its work is complete.

SR 30/6/12 Village Matters

30.1 Grass Cutting 2012

A review of the performance and cutting methods of the new contractor was undertaken.

Resolved: contract review meeting to be arranged with contractor.

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SR 31/6/12 Highway Matters

Due to the attendance of City & County Councillors, it was agreed for this agenda item to be moved forward.

31.1 Crosby Golf Course – Reduction in speed limit

Following a resident request and the recent pedestrian accident, a request to reduce the speed limit and increase signage was considered. Cllr advised that a petition was currently being circulated. Cllr Mallinson advised that he was not convinced that traffic speeds would merit a reduction in the speed limit but additional signage may be a feasible option. Also advised that a meeting with the owners of the golf club had been arranged to progress this.

Agreed: to support a request for additional signage at this location.

Cllr Mallinson also gave an update on other outstanding highway issues in the parish:-

Houghton – speed and traffic survey. Advised that results were being analysed and an approach will be made to the Council in early July.

Linstock – request for reduction in speed limit Cllr Mallinson to clarify the decision of the CRASH group and report back to Council.

HGV Weight Restriction – Brampton Road Officer feedback indicates that a weight restriction would be difficult to enforce. Agreed that additional signage is required at Linstock Roundabout to advise that an alternate route via the CNDR is available. This to be actioned.

Parking at Tribune Drive Council to be copied into Mr Mallinson's response.

JM

JM

JM

Cllrs Mallinson, Bainbridge and Bowman left at 9:00 p.m.

On further discussion of the above, the following actions were agreed:-

Linstock – request for reduction in speed limit Clerk to write and determine feedback from CRASH group meeting.

HGV Weight Restriction – Brampton Road Clerk to write to Highways Dept and request that HGV users of Brampton Road are written to and advised of alternate route into city via Kingstown i.e. National Express and logging companies.

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It was also discussed that mobile phones (left on during the meeting) were a distraction.

Agreed: Chairman to request that all mobile phones are turned off at the start of the meeting.

CN

SR 32/6/12 Village Matters

32.1 Tribune Drive – On-going Maintenance

Consideration was given to ongoing maintenance of the recently replanted area.

Resolved: Clerk to obtain estimates for general maintenance and weeding of this area for the next 12 months.

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32.2 Broadband

Consideration was given to the inclusion of an online speed test paper with the parish plan and the inclusion of a 'broadband tips' document on the parish council website.

Resolved: to be actioned as above.

32.3 Linstock Collapsed Drain

Advised that no response received from Solicitor, nor any estimates or further correspondence from resident.

Agreed: Clerk to pursue Solicitor for response. Chairman to pursue Carlisle City Council staff for drainage maps.

AM/
CN

32.4 Parish Plan

A draft copy of the parish plan document had been circulated and Cllrs asked if any amendments were considered necessary. It was noted that the parish council logo was yet to be inserted.

Resolved: Clerk to approach printers for cost of producing the plan in current format of eight pages and in black and white print only. Draft copy to be made available for July meeting.

AM

Cllr Fox advised that working groups needed to be established to address resident concerns identified within the plan. Cllr Fox suggested that areas in which groups should be established are highways & transport; environment & recreation; public services and broadband.

Resolved: Groups listed above agreed as being relevant, Cllr Fox to formulate suggested frameworks and circulate interested group members via e-mail.

AM

SR 33/6/12 Schedule of Correspondence, notices and publications

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

SR 34/6/12 Councillor Matters

Cllr Telford advised on an overgrown hedge, prior to the cattle grid on entering Rickerby Park. Clerk to report to Highways Department.

SR 35/6/12 Date of Next Meeting The next meeting is scheduled for Wednesday 11th July 2012 at 7.30pm in St John's Church Hall, Houghton.

The meeting closed at 9:40 p.m.

MGR
11 July 2012

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 11th July 2012 in St John's Church Hall, Houghton at 7:30 p.m.

To be
Actioned

By:

SR 36/7/12 Apologies for absence
C Nicholson

SR 37/7/12 Present

The Chairman, M Fox (in Cllr Nicholson's absence) Cllrs P Duncan, R Gordon, A Lightfoot, H Phillips, Y Robertson, T Scougal & J Telford.

SR 38/7/12 In Attendance

City Cllr J Bainbridge & three members of the public.

SR 39/7/12 Declarations of Interest

Cllr Fox declared a personal interest in item 8.1 – Irthington village school.

SR 40/7/12 Minutes of the meeting of the Parish Council held on 13th June 2012

The minutes of the meeting of the Parish Council held on the 13th June 2012 were approved and signed by the Chairman.

SR 41/7/12 Public Participation

Three residents of No's 6-9 of the green, Houghton advised of problems with drainage on the highway around their properties and the village green. Problems reported as the flooding of drives and gardens due to water flowing down the lane and having no-where to go. These problems having increased over the last twelve months. Also advised that a gully, installed approximately two years ago, had not alleviated the problem and that the drain situated on the village green had been witnessed as overflowing. Clerk advised that this drain had been inspected by United Utilities and Carlisle City Council, a camera having been inserted and no signs of damage to pipe work being found to the gully or connections.

Cllr Bainbridge entered at 7:40 p.m.

Cllr Bainbridge to contact Helen Renyard, Carlisle City Council and arrange a date/time for a site meeting with residents.

The three members of the public left at 7:50 p.m.

SR 42/7/12 Community Policing Report

No Police were in attendance and no report had been received.

SR 43/7/12 Finance Matters

43.1 Resolved that the following payments be approved:-

A McCallum – Salary £936.87 & Re-imbursements £92.60	1029.47
Staples – Stationery	33.19
HMRC – PAYE & NI Payments	703.82
Information Commissioner – Data Protection renewal 2012	35.00
Printerpal – Printer hire June	16.72
S Nicholson – Grass cutting June 2012	528.00
1 st Houghton Brownies – Grant for Jubilee Event	250.00
S Aglionby – Grant for Houghton Jubilee Event	250.00
Houghton village hall – Hall hire 6 th June 2012	18.00
Linstock Jubilee Committee – Grant for Jubilee Event	387.74

JB

C Haliburton – Goalpost welding	20.00
Irthlington Joinery – Repair of Houghton bench	28.80
S Splinter – Landscape works	<u>120.00</u>
Total	<u>£3300.74</u>

43.2 To note the balances at the bank as at 30th June 2012

Treasurer Account	£ 1,788.68
Money Manager Account	£ 103,251.71
Expenditure to 30/06/12	£ 15,378.94

43.3 To note the receipt of £350 from Houghton School towards Houghton in Bloom and £12.10 bank interest payment from HSBC.

43.4 Quarterly Monitoring Report

For the period 1st April to 30th June 2012 was received and approved.

43.5 Finance/Risk Working Group Meeting

Minutes of the meeting held on the 28th June were circulated and the Council being requested to approve the agreed actions.

Resolved: to approve the actions below:-

- *Tribune Drive* – costs of up to £150 for weeding of area agreed;
- *NEST Pension Fund* - Chairman to write to Dalston Parish Council to request the release of held funds totaling £500. When received, this to be added to SRPC ring-fenced funds of £2,000 and transferred to NEST on behalf of Clerk. Contract of Employment to be amended to reflect pension provision and contribution rates.
- *Financial Regulations* – to amend the regulations as per recommendations outlined and Clerk to determine regulations regarding direct debits and electronic payments;
- *Financial Reserve Levels* – levels of reserves were noted, to be considered further when Parish Plan finalised and future projects for investment identified;
- *Clerks Expenses & Benefits* – Mileage rate to be 45p/mile and dispensation to be claimed.

AM

AM
CN

AM

ALL

AM

SR 44/7/12 Planning Matters

44.1 Applications

12/0507 36 Antonine Way, Houghton – erection of conservatory to rear elevation

Resolved: that 'no observations' be made.

12/0557 L/A Orchard Gardens, Houghton – erection of detached bungalow.

Resolved: to comment that:-

Concerns raised in the original Parish Council response in 2009 are withstanding regarding the development being outside the settlement boundary; its intrusion into open countryside and that it could deny access to the field immediately south of the site.

Clerk to also advise Planning Officer that notification's to local residents do not seem to have been issued.

AM

Permissions

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

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

12/0291 6 Vestaneum, Crosby on Eden – single storey rear extension to provide extended kitchen and sunroom, single storey side extension to provide en-suite dressing room together with single storey front extension to provide extended bedrooms (revised application).

12/0295 Greensyke, 163 Houghton Road, Houghton – erection of single storey side and rear extension to provide garage, hall and kitchen; erection of oak framed porch.

12/0435 13 Drumburgh Avenue, Carlisle – two storey side and single storey rear extension to provide extended kitchen, utility, living room and WC on ground floor with en-suite bedroom above together with erection of detached garage (revised application).

SR 45/7/12 Clerks Report

SR 25/6/12 – Speeding Tickets Issued on A689

PCSO Aiston advised that 30 people were caught speeding on the A689 (between Junct 44 and Brampton) over 6 week period. Also advised that no-record exists of an accident at St John Bridge, Houghton between an HGV and a car. This would lead him to believe that it was not reported to the Police.

SR28/06/12 Joint Meeting with Irthington Parish Council on Neighbourhood Planning & Traffic Levels on A689

The notes of the scoping meeting held on the 27th June were circulated. Cllr Fox advised that it had been considered unnecessary to work together on a Neighbourhood Plan, each area considered to have its own priorities. However, it was considered appropriate for the Councils to work together on areas of joint interest/concern such as the A689, Hadrian's Wall, Tourism, landscape value, rural employment, White Moss SSSI and the Airport.

Agreed: SRPC & Irthington Parish Council to work together on areas of joint concerns identified. Clerk to arrange a site meeting with Highways Officers at A689.

AM

SR17/5/12 Parking of vehicles on verges

Highways Officer advised Clerk that letters had still not been issued to residents due to urgent issues requiring attention regarding the visiting of the Olympic Torch and flooding. Promised that these would be issued W/C 16th July.

SR31.1/5/12 Houghton – Speed & Traffic Survey

Clerk reported that Highways Officers had undertaken the traffic survey and results indicate that existing measures are resulting in a fairly constant speed through the 'pinch point' feature of 24 mph. Accident statistics record only one accident in the area in the last 10 years. The item has also been discussed at CRASH group and it is considered that the features are doing the job that they were installed to do. However, agreed that the site does merit further investigation to determine if anything can be done to improve the area for cyclists and that they would be in a position to meet with the Council in late July or early August.

Agreed: Clerk to progress arranging a date for a site meeting with Highways Officers. This requested as being on a school day at 3:00 p.m. before the summer holidays, or failing that in September.

AM

SR 31.1/5/12 Parking at Tribune Drive – Cllr Mallinson

No report available.

SR31.1/5/12 HGV Weight Restriction – Brampton Road

Cllr Nicholson to send letter to Highways Officers.

SR 31.1/5/12 Linstock – Request for a Reduction in Speed Limit to 20 mph

See agenda item 10.2, Linstock – reduction in speed limit.

SR32.1/6/12 Tribune Drive Landscaped Area

Weeding to be undertaken before Houghton In Bloom judging.

Agreed: Contractor to be advised to put down bark chippings.

AM

SR34/6/12 Overgrown Hedge – Rickerby

Reported to Highways hotline Reference No. 564890. Feedback requested.

Houghton village green – Boggy Area

Clerk reported on correspondence received from Helen Renyard, Carlisle City Council. She advised that the gully and connection had been found to be in good condition and no signs or damage to the pipe work were found. Also confirmed with United Utilities that no leaks were found on their inspection carried out on the 5th March. Also advised that no records of



land drains in the area exist, but this does not mean that they do not exist. Suggested that if problem still exists that a trial excavation of the area is undertaken, if it is thought to be a major issue.

Agreed: City Cllr Bainbridge to arrange a site meeting with Helen Renyard and residents of the area.

JB/AM

SR 46/7/12 Administration & Governance

46.1 Consultations Received and Considered

A Parish Council response was considered to:-

a) **Irthington village school** – consultation invitation on proposed nursery provision.

Agreed: No comment or representation at the public meeting considered necessary.

b) **Cumbria Minerals and Waste Local Plan** – invitation to comment on what the plan should contain.

Resolved: invitation to comment noted.

46.2 August Meeting

Consideration was given to the holding of an August meeting.

Resolved: No August meeting to be held, Clerk to prepare monthly payment schedule of necessary payments and visit signatories.

AM

46.3 Printer Lease

A review of the use of printer and current leasing arrangements was undertaken.

Resolved: to continue with current lease arrangement.

Clerk advised on problems being experienced due to being unable to copy documents.

Resolved: Purchase of scanner/copier authorised to the value of £100.

AM

46.4 Revised Ethical Framework & Code of Conduct

A letter from the Cumbria Association of Local Councils & Carlisle City Council was circulated alongside the new revised Code of Conduct and a report giving background information on the required changes and the new requirement on disclosable pecuniary interests and the requirement to be published on Parish and City Council websites.

Resolved: to adopt the revised Code of Conduct as recommended by Carlisle City Council and CALC.

ALL

46.5 Register of Pecuniary and Other Registerable Interests Forms

Concerns were raised about the new legal requirement that personal and pecuniary interests are publicised via websites. Also, the requirement to declare disclosable pecuniary interests (including those of spouses and partners) and that these are included on Carlisle City Councils register believing that these requirements are covered in the existing Standing Orders and that no separate resolution is considered necessary.

Agreed: Clerk to obtain clarification on this requirement, no registerable interest forms to be submitted to Carlisle City Council until clarification is obtained.

AM

Cllr Bainbridge left at 9:00 p.m.

SR 47/7/12 Village Matters

47.1 Grass Cutting 2012

A review of the performance over the last month was undertaken.

Resolved: Chairman to pursue arrangement of a site meeting with contractor.

CN



47.2 Crosby Play Area

Clerk reported on progress. Advised that planning permission had now been granted and a site meeting with Landscape Architects had been held and are drafting a design. When draft design is received a public consultation is to be held (alongside highways consultation). Final agreed design then to be re-submitted for planning permission and tender for equipment undertaken. Currently aiming for the project to be completed before the end of 2012.

47.3 Parish Plan

Consideration was given to the final design specification and delivery method of the Parish Plan.

Resolved: Graphic designer to collate the document into a colour, fold-out, four page design. This to be distributed by councillors with the broadband survey.

AM

SR 48/7/12 Highway Matters

48.1 Crosby On Eden – Reduction in speed limit

A verbal report of meetings held with Highways Officer's was received and draft designs for speed reduction measures were distributed for cllrs perusal. Also advised that reserves were available in this year's County Council highways budget to finance the improvements.

Agreed: Designs agreed in principle, public consultation to be held alongside playground design consultation.

48.2 Linstock – Reduction in Speed Limit to 20 mph

Clerk reported on the response from the Traffic Management Officer. Advising that:-

- CRASH group do not support the request for a reduction in speed limit to 20 mph, government policy advising that where the speed criteria is not met, a speed limit of 30 mph should be the norm in villages;
- Group looking to gain a Committee resolution to introduce a 30mph speed limit on the U road to the rear of the green, to ensure uniformity.

Resolved: Council not prepared to accept the recommendation that a 30 mph speed limit is implemented, a limit of 20 mph to be further pursued. This to be pursued further through the CRASH group and County Cllr Mallinson

JM

SR 49/7/12 Schedule of Correspondence, notices and publications

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

SR 50/7/12 Councillor Matters

Cllr Telford advised that the Linstock Road was due to be closed for approximately one month from the 23rd July. Concerns being raised as to how traffic would enter/leave the village if Rickerby Park was flooded. Clerk to determine the details of the road closure notice and the alternative routes offered.


AM

Cllr Duncan requested that parking on Houghton village green was raised as an agenda item for the September meeting.

AM

SR 51/7/12 Date of Next Meeting The next meeting is scheduled for Wednesday 12th September at 7.30pm in Crosby On Eden village hall.

The meeting closed at 9:45 p.m.


AM
12/9/12



STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 12th September 2012 in Houghton Village Hall, Houghton at 7:30 p.m.

To be
Actioned
By:

SR 52/9/12 Apologies for absence
P Duncan & R Gordon

SR 53/9/12 Present
The Chairman, Cllr C Nicholson, Cllr M Fox, A Lightfoot, H Phillips, Y Robertson, T Scougal & J Telford.

SR 54/9/12 In Attendance
City Cllrs M Bowman, J Bainbridge & four members of the public.

SR 55/9/12 Declarations of Interest

Cllr Nicholson declared a personal interest in Hadrian's Camp planning application (applicant known to him) and TPO for Tarraby apple tree (having signed the petition);
Cllr Fox declared a personal and pecuniary interest in item 5.1 – Crosby on Eden Hall (Cllr & Mrs Fox being Treasurer and member of village hall committee);
Cllr Lightfoot declared a personal interest in planning application for Orchard Gardens (vicinity to development);
Cllr Scougal declared a personal interest planning application for Batt House (vicinity to development) and Hadrian's Camp;
Cllr Robertson declared a personal interest in Hadrian's Camp planning application (vicinity to development).

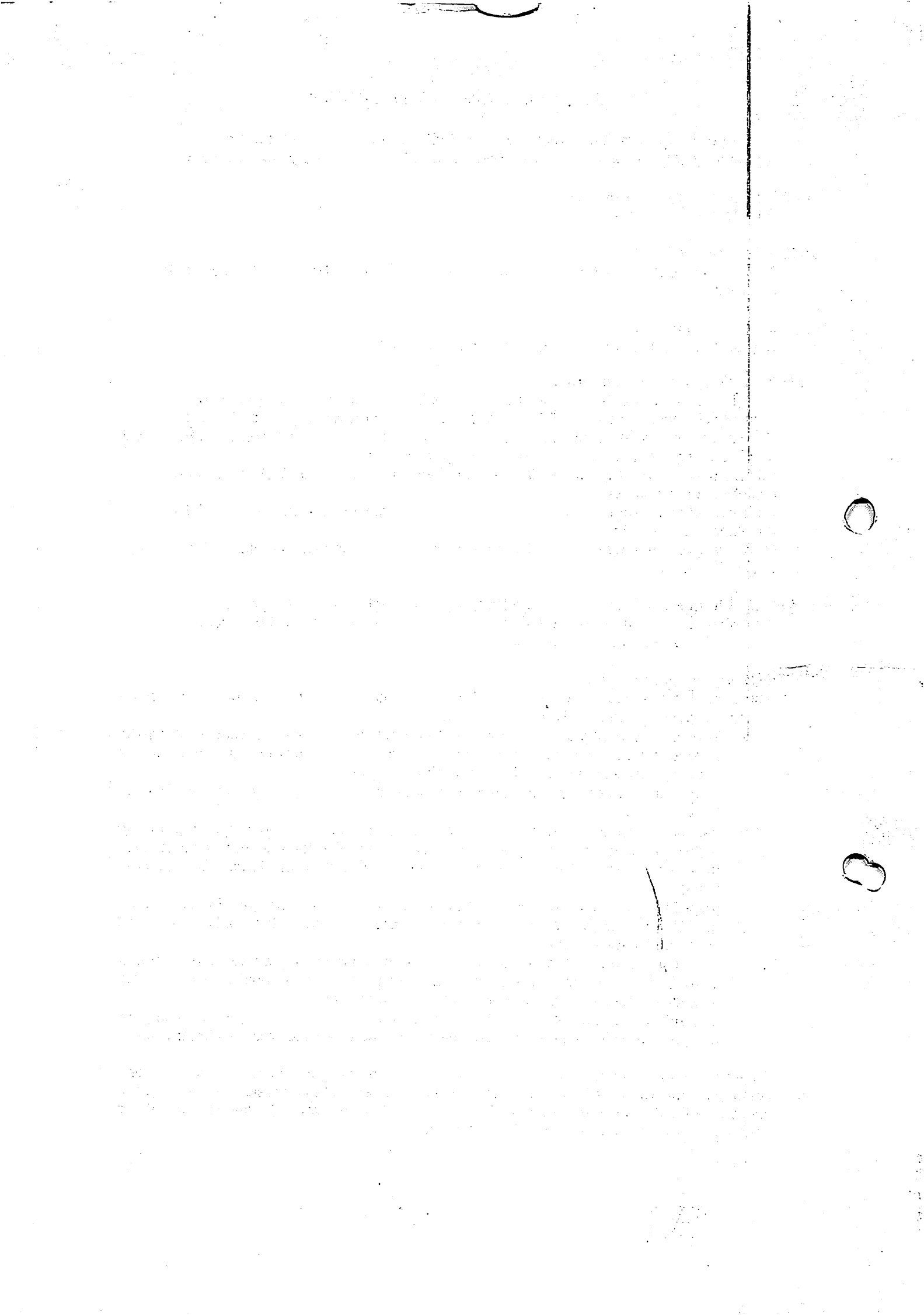
SR 56/9/12 Minutes of the meeting of the Parish Council held on 11th July 2012
The minutes of the meeting of the Parish Council held on the 11th July 2012 were approved and signed by the Chairman.

SR 57/9/12 Public Participation

Three residents of Houghton addressed the council with their concerns about the Hadrian's Camp planning application. These included that:-

- The plans are difficult to interpret and probably will not end up with anything like what is in the outline application. They consider the plans as deceptive and urge the council to object against outline permission being granted;
- plans seem to contradict the number of houses to be built on the site from 95 to/or 190;
- asked if anyone intended to co-ordinate a group of people opposed to the development into a committee? Chairman advised that the community would need to organise this, mobilise itself, then seek the support of the Parish Council in its aims;
- there is a rumour circulating that the school is to close. Could the Parish Council confirm this? Advised that no-one had heard anything of this nature and could consider it just a rumour;
- expressed concern that if outline planning permission is granted, could another school, shop, etc. be built on the area? Advised that this could only be granted subject to a further planning application being submitted;
- if permission was granted, this development would mean that the village would grow by approximately a third in size and this would produce pressures on infrastructure.

A member of the Houghton Bonfire group attended the meeting to inform cllrs on plans for a community bonfire event. Advised that this is an event requested by residents, following the success of the Jubilee Beacon event. The event would also involve the church, school and community groups such as the Guides and Scouts.



SR 58/9/12 Community Policing Report
P.C.S.O Aiston sent his apologies.

SR 59/9/12 Finance Matters

Cllr Fox left the room at 8:00 p.m.

59.1 Crosby On Eden Village Hall

To authorise repairs to the roof at a cost of £400.00.

Resolved: costs approved.

Cllr Fox re-entered the room at 8:02 p.m.

59.2 Resolved that the following payments be approved:-

A McCallum – Salary £937.07 & Re-imburements £102.34	1039.41
Staples – Stationery	60.97
Printerpal – Printer hire July	16.16
S Nicholson – Grass cutting August 2012	208.00
RJ Telford & Sons – Notice board refurbishment	613.80
Houghton village hall – hall hire 8 th & 29 th August	48.00
N Park (fencing) Ltd – removal of tree branches at Linstock	96.00
H & H Reeds Printers Ltd – printing of Parish Plan	584.40
NB Hedley – Crosby village hall roof repairs	<u>400.00</u>

Total

59.3 To note the balances at the bank as at 31st August 2012

Treasurer Account	£ 1,003.43
Money Manager Account	£ 96,034.27
Expenditure to 31/08/12	£ 27,365.81

59.4 External Audit 2011/12

Clerk reported that no matters were raised by the external auditor and the Council were requested to approve the annual return.

Resolved: Annual return approved and notice of the conclusion of the audit to be displayed.

59.5 Grant Request – Houghton Bonfire Group

A request for £300 toward the cost of holding a community bonfire were considered.

Resolved: Grant for £300 approved.

SR 60/9/12 Planning Matters

60.1 Applications

12/0610 Land at Hadrian's Camp, Houghton Road, Houghton – residential development (outline).

The notes of the public meeting held on the 29th August had been circulated alongside the agenda. It was noted that these were subject to amendment, attendee numbers having been recorded as 111, not 80. Correspondence from three resident's who had written letters of objection to the City Council and copied to the Parish Council, had also been circulated.

It was proposed and seconded that the Council is opposed to the development. This proposal was then voted upon. Cllr Scougal chose to abstain and requested that this be recorded in the minutes.

Resolved: Voted unanimously to object to the development, for the following reasons:-

- the area is identified as a wildlife site and is adjacent to a newly created wetland area;
- in a recent survey undertaken by Stanwix Rural Parish Council, 58% of respondents indicated that they were opposed to any further development;
- concerns over infrastructure capacity; safety; local amenities and extension of ribbon

- development;
- the lack of detail contained in the outline application and that what is offered in the current application, may be completely different at the final planning stage, i.e. the size of the outline proposal is currently 96 houses, this may be subject to larger numbers in the future;
- major concerns over the capacity of the school to take any further pupils and a recognition that schools in adjacent areas do not have any spare capacity;
- the currently proposed changes to planning law will remove any requirement to meet social housing needs, an area the Parish Council has long supported the need for development;
- the absence of detailed plans relating to services provision and an inadequate travel plan; and
- the evidence of a range of current existing planning approvals and applications across the city to meet local need.

Agreed also that the response should also include the notes of the public meeting held on the 29th August as evidence of public opinion to the development and advise that the Council is in support of resident's letters of objection, submitted to date.

12/0654 29 Beech Grove, Houghton – erection of single storey front extension to provide extended living room.

Resolved: that 'no observations' be made.

12/0677 28 Whiteclosegate, Carlisle – sub-division of existing detached dwelling to form two flats (part retrospective)(revised application)

Resolved: that 'no observations' be made.

12/0687 Eden Nursery, Linstock Cottage, Linstock – erection of 1No. dwelling (revised application)

Resolved: that 'no observations' are made on revised plans but that objection to original plan still remains.

12/0718 27 Millcroft, Carlisle – erection of single storey rear extension.

Resolved: that 'no observations' be made.

12/0728 East Lodge, Houghton House, Houghton – erection of single storey extension to provide sunroom.

Resolved: that 'no observations' be made.

Cllr Scougal & one member of the public left the room at 8:10 p.m.

12/0730 Batt House, Crosby on Eden – demolition of grain store and conversion of 2No. remaining outbuildings to provide 2No. dwellings within existing courtyard (revised application).

Resolved: that 'no observations' be made.

Cllr Scougal re-entered the room at 8:12 p.m.

Permissions

12/0587 Brunstock Cottage, Brunstock – demolition of existing playroom, etc.

12/0557 L/A Orchard Gardens, Houghton – erection of detached bungalow and detached garage (revised application).

12/0507 36 Antonine Way, Houghton – erection of conservatory to rear elevation (retrospective)

SR 61/12 Administration & Governance

61.1 Carlisle City Council Standards Committee

Consideration was given to the nomination of Cllr Nicholson for the position of Parish Council representative.

Resolved: Cllr Nicholson to be forwarded as a nominee.

AM

SR 62/9/12 Village Matters

62.1 Crosby Play Area

A draft drawing of the play area and costs were with the agenda. Cllr Fox reported on a public consultation meeting held on the 15th August. Support for the play area was conveyed, although some concerns were raised on the proximity of some of the equipment to nearby houses. Approximately forty youngsters attended and expressed that the BMX track should be given priority and moved from phase 2 of the design to phase 1. Following a further meeting with Groundwork Trust amended plans are being drawn, the final design to be agreed at the October meeting.

Clerk reported on estimated funding secured to date as totaling £45k, although confirmation from some funders was still awaited.

Agreed: Amendments to draft plan agreed, final design and budget to be agreed at October meeting.

AM/CF

62.2 Parish Plan

Reported that the Parish Plan had now been delivered to all residences in the Parish. Clerk reported that the total cost had been £1,554 or 82p/household.

Cllr Fox had formed groups for the action planning stage and these were confirmed as:-

- Highways & Transport – Cllr Scougal, Phillips, Lightfoot & Fox;
- Recreation & Environment – Cllr Gordon, Robertson, Phillips & Lightfoot;
- Public Services – Cllr Duncan & Telford;
- Parish Council – Cllr Nicholson, Fox & Clerk;
- Broadband – Cllr Duncan & Phillips;

Chairman to attend, as and when required.

Agreed: Groups to meet within the next four weeks to formulate actions, produce a detailed plan and allocate resources for budget purposes. Groups to report back to October meeting, this to be an agenda item.

ALL

62.3 Planting of Tree on Houghton Village Green

A request from Houghton WI to plant an Acer type tree on Houghton village green to commemorate the Jubilee was considered.

Resolved: approved.

AM

62.4 Summer Play Scheme at Crosby & Houghton

The success of the summer play scheme was discussed. Reported that sessions at Houghton & Crosby had been well attended, an average of 40 children attending each session. Clerk reported that given the number of attendees and the success in gaining a grant from the Neighbourhood Forum, the scheme had been self-funded, at little cost to the Parish Council. Clerk reported that Mr G Schubert, SPAA thanked the Parish Council for its support in the first year of the scheme and hoped to work with the Council again in 2013 to deliver a similar scheme.

Agreed: Clerk to write and thank Mr G Schubert for his help in making the scheme a success. Consideration to run a similar scheme for the easter/summer of 2013, to be considered in budget planning for 2013/14.

AM/
ALL

62.5 Parking on Houghton Village Green

Cllr Phillips presented photographs of wooden bollards and notices that could be situated on the village green, to deter parking.

Agreed: photo's to be presented to Highways Officers at site meeting on 14th September.

62.6 Tree Inspections

Consideration was given to the undertaking of a detailed tree inspection by a qualified Arboriculturalist at a cost of £395 + VAT, in line with risk assessment recommendations. The inspection to be valid for three years and to include the production of a schedule detailing species, size, dimensions, age, condition of trees and identification with individual tags. This will also include recommendations for any remedial work.

Resolved: Tree inspection to be undertaken at a cost of £395 + VAT.

AM

62.7 Tree Preservation Order for Whiteclosegate/Tarraby Apple Tree

A petition had been received by the Clerk, requesting that a T.P.O. is placed on an apple tree at Tarraby.

Resolved: Clerk to submit petition to Carlisle City Council requesting that a T.P.O. is placed on the tree.

AM

SR 63/9/12 Highway Matters

63.1 Crosby On Eden – Speed Reduction Measures

Cllr Fox reported on a public consultation held on the 15th August on proposed highway improvements. This was held in conjunction with a Highways Officer and fifteen residents attended. The majority of attendees agreed that what was proposed was considered acceptable, subject to some minor changes in height and design of some signage. Also suggested that road markings should be incorporated and a Speed Indication Device (SID) purchased for use in the village. Residents also advised that the parking of vehicles in the village is still problematic.

Resolved: Agreement was given to progress with the improvements, subject to the minor changes outlined. Coloured markings to be incorporated on road and SID purchase progressed. The issue of parking in village to be further progressed.

MF/AM

63.2 A689 – Joint Highways Meeting with Irthington Parish Council

A report was circulated on the meeting held between SRPC, Irthington P.C., Mr K Walsh (Highways) and Mr P Bent (Connect). Agreed that the meeting was considered a little disappointing and that P.C's would have to determine if they wish to take the issues raised further. These issues included that traffic volumes had been determined by Highways to have decreased since the opening of the CNDR, at High Crosby counting station. This was felt to be incorrect and it was:-

Agreed: Clerk to formally request that these figures are reviewed.

AM

Issues also agreed as existing with signage and the maintenance of signage and it was:-

Agreed: Clerk to write to Connect Roads and request that signage levels are reviewed and increased. Copies of all correspondence to be copied to Irthington & Kingmoor Parish Councils.

AM

Chairman to also contact Kingmoor Parish Council to arrange a joint meeting concerning highways issues.

CN

Cllr Bainbridge & Bowman left at 9:08 p.m.

63.3 Linstock – Reduction in Speed Limit to 20 mph

A letter from Cumbria County Council highways department was circulated advising that the Highway Authority would not recommend the reduction of speed limit to 20mph, through Linstock.

Agreed: Clerk to contact the Hadrian's Wall footpath group to pursue safety and speed issues.

AM

SR 64/9/12 Schedule of Correspondence, notices and publications

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

SR 65/9/12 Councillor Matters

Cllr Telford advised that highway signs entering Linstock village were obscured by overgrown trees. Clerk to pursue. Also advised on hedge clippings left on village green. Also advised that problems with rubbish in a field at Brunstock were still being experienced.

AM

Cllr Fox advised that trees were overhanging the highway at Crosby House, Staingate and near Crosby Lodge. Clerk to pass on photo's to highways department. Also advised that a tree was split at The Garth and Clerk to forward photographs to Carlisle City Council.

AM

SR 66/9/12 Date of Next Meeting The next meeting is scheduled for Wednesday 12th September at 7.30pm in Crosby On Eden village hall.

Three members of the public left at 9:20 p.m.

The meeting then moved to Part B, where members of the public were excluded, this being due to items of a commercially sensitive and personnel nature being considered.

66.1 Grass Cutting 2012

A review of the performance over the last month was undertaken and a report of the site meeting held on the 17th August received.

Resolved: Payment of £208, for the month of August agreed, based on work completed. Chairman to write to contractor, reiterating the requirement that a work schedule is produced.

66.2 Personnel Group Meeting

Consideration was given to the minutes of the personnel group meeting held on the 7th August and the recommendations resulting from the meeting.

Resolved:- that the following actions were agreed and to be actioned:-

Contract of Employment – Clerk to formulate an amendment sheet, to record any changes to contract; inclusion of pension arrangements to be clearly outlined and included in contract.

AM
CN

Grievance Procedure Policy – To change item 2 to read that 'in the interests of maintaining good working relations, the employee is first encouraged to discuss any grievance with designated councillors' [insert - deleting 'with the council']. These designated Cllrs being agreed as Cllr Phillips and Robertson. Grievance panel was also agreed to be formed, Cllr Lightfoot, Telford and Fox being members. Grievance panel members to be substituted, if necessary.

AM

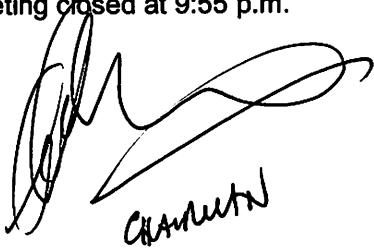
Disciplinary Procedure – Item 3 to be amended to read that 'verbal warnings are issued in the first instances of general misconduct, depending on the seriousness of the offence by the Chairman [insert].

AM

Performance Appraisal – formal appraisal to be undertaken on an annual basis, with a six month review. This to be undertaken by Chairman and Cllr Phillips (nominated). Date for appraisal to be arranged in near future.

CN/HP

The meeting closed at 9:55 p.m.



Chairman

10/10/12

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 10th October 2012 in Houghton Village Hall, Houghton at 7:30 p.m.

To be
Actioned
By:

SR 67/10/12 Apologies for absence
J Telford & H Phillips

SR 68/10/12 Present
The Chairman, Cllr C Nicholson, Cllr P Duncan, M Fox, R Gordon (arrived at 8:58 pm),
A Lightfoot & Y Robertson.

SR 69/10/12 In Attendance
City Cllrs M Bowman, J Bainbridge & one member of the public.

SR 70/10/12 Declarations of Interest or Requests for Dispensations
Cllr Nicholson declared a personal interest in Hadrian's Camp planning application (applicant known to him) and TPO for Tarraby apple tree (having signed the petition);
Cllr Fox declared a personal and pecuniary interest in item 6.1 – Crosby on Eden Hall (Cllr & Mrs Fox being Treasurer and member of village hall committee);
Clerk also declared a personal interest on behalf of Cllr Gordon (due to his possible late arrival) for planning application no. 12/0803 - 5 Chestnut Grove, Linstock (applicant being known to him).

SR 71/10/12 Minutes of the meeting of the Parish Council held on 12th September 2012
The minutes of the meeting of the Parish Council held on the 12th September 2012 were approved and signed by the Chairman.

SR 72/10/12 Public Participation

A resident addressed the Council with concerns about planning application 12/0768, the conversion of agricultural buildings to provide eight dwellings at Knells Farm, Houghton. Although not against the development, the resident wished to make the Council and Planning Officers aware of the following:-

- current foul and surface water drainage for the four existing properties is via a septic tank situated under the yard; outflow pipes travelling underneath the yard buildings and discharging into highway drains alongside the road. There is no mention of this in the submitted application and planning officers should be made aware of this;
- suggested that the existing properties are connected to the new planned sewerage disposal system by the developer of the site, as an act of goodwill;
- highway access from the northern exit/entrance is difficult, due to the position of a highway sign, that inhibits visibility and also the speed of vehicles travelling on the road;
- considered that the sharing of the existing exit by agricultural and domestic vehicles could be a safety concern;
- recommended that the middle gate is closed off by a stone wall, rather than gated;
- the number of parking spaces allocated are considered inadequate for the number of properties/residents and these should be increased.

The resident also advised that planning application 12/0813 - installation of a bell mouth access near Knells Farm, was on land that was previously woodland. This land had been drained and piped and the Planning Officers and developer should be made aware of this. Also advised:-

- that wagons (not delivering within the area) were using the road, although there is a seven and a half tonne weight limit restriction on it;
- a roadside gully at Highfield Grange was frequently flooded, a flood sign being permanently in-situation. Advised that this gully had never been connected up and asked that this was investigated. The resident left at 7:50 p.m.

AM

20


SR 73/10/12 Community Policing Report

No Police were present.

A Cllr requested that a ruling be obtained on the use of electric scooters by children on pavements. Clerk to progress.

AM

SR 74/10/12 Finance Matters

74.1 Resolved that the following payments be approved:-

A McCallum – Salary £936.87 & Re-imburements £117.36	1054.23
Staples – Stationery	24.49
Printerpal – Printer hire September	TBA
Crosby On Eden Parish Hall – Jubilee event grant	217.00
Crosby On Eden Parish Hall – Hire of hall April 2011 to August 2012	441.00
Crosby On Eden Parish Hall – meeting room development	638.06
Houghton village hall – hire of hall 12 th September 2012	19.50
J Airey – Internal audit fee April to September 2012	140.80
NEST Pension – September contribution	<u>80.18</u>

Total

74.2 To note the balances at the bank as at 30th September 2012

Treasurer Account	£ 1,417.82
Money Manager Account	£ 99,482.09
Expenditure to 30/09/12	£ 30,512.73

74.3 To note the receipt of £738.00 grant for Linstock hall exterior painting; £6,094 concurrent services grant and £15.82 interest payment.

74.4 Quarterly Monitoring Report

A report on income and expenditure for the period 1st April to 30th September 2012 was received and noted.

74.5 Internal Auditors Report

The report of the internal auditor for the period 1st April to 30th September 2012 was received. This included recommendations that direct debit payments are included on the monthly payments schedule and high levels of reserves had been noted.

74.6 Finance Group Meeting

Clerk to e-mail suggested dates to members of the finance group.

AM

SR 75/10/12 Planning Matters

75.1 Applications

12/0596 181 Tribune Drive, Houghton – first floor side extension to provide 1No. bedroom; demolition of existing conservatory and single storey rear extension to provide orangery/kitchen/diner.

Resolved: that 'no observations' be made.

12/0768 Knells Farm, Houghton – conversion of agricultural buildings to provide 8No. dwellings along with amenity space.

Resolved: to comment that:-

- The Council has been advised that current foul and surface water drainage for the four surrounding properties is via a septic tank situated under the yard; outflow pipes travelling underneath the yard buildings and discharging into highway drains alongside the road. It is requested that Planning Officers and the developer are made aware of the existing arrangement. Given the above, it is

suggested (under a Section 106 agreement) that the existing properties are connected to the planned Biotec 4 sewerage disposal system as an act of goodwill, by the developer;

- given the above, it is also requested that United Utilities and the Environment Agency undertake assessment of the site;
- middle highway access – it is recommended that this is closed off by a stone wall, rather than gated.
- northern highway access – concerns have been raised regarding the speeds of traffic at this point and visibility concerns, due to the position of a highway sign;
- existing highway access – it is noted that it is proposed that the farm stabling and two further properties will use this access. It is considered that safety issues may exist due to the mixing of agricultural and domestic traffic;
- the number of parking spaces allocated is considered inadequate for the number of properties/residents and it is recommended that these are increased.

12/0791 Rickerby House, Rickerby Mews, Rickerby – erection of 1.5 metre timber trellis fence to front (retrospective).

Resolved: to object and recommend removal of the timber fence due to it being considered out of scale and character with the existing building and resulting in a loss of light to neighbouring properties.

12/0803 5 Chestnut Grove, Linstock – single storey rear extension to provide enlarged kitchen.

Resolved: that 'no observations' be made.

12/0813 Land between Knells Farm and High Knells Farm, Knells, Houghton – installation of bell mouth access.

Resolved: to comment that the council has been advised that the proposed bell mouth access is to be situated on land that was previously woodland and field drains are installed in the area and requested that Planning Officers and Electricity Alliance West are made aware of this.

12/0814 White Cottage, Crosby On Eden – provision of first floor over existing single storey dwelling to provide 3No. en-suite bedrooms and lounge; ground floor extension to provide entrance hall and 1No. en-suite shower room to existing bedroom.

Resolved: to object to the application as it is considered over-dominant and inappropriate for the site; out of scale and character with the existing building, neighbouring properties and settlement; and reservations concerning the existing effluent disposal system, an increase in the footprint of the property likely to put further pressure on this system.

12/0831 27 Whiteclosegate, Carlisle – erection of two storey rear extension to provide dining room and office on ground floor with 2no. bedroom's above.

Resolved: that 'no observations' be made.

To consider permission notices received:-

12/0592 Greensyke, 163 Houghton Road, Houghton – erection of single storey side and rear extension to provide garage, hall and utility room; erection of oak framed porch (revised application) – approved.

12/0654 29 Beech Grove, Houghton – erection of single storey front extension to provide extended living room – approved.

12/0677 28 Whiteclosegate, Carlisle – sub-division of existing detached dwelling to form two flats (part retrospective)(revised application) – approved.

12/0718 27 Millcroft, Carlisle – erection of single storey rear extension to provide sunroom - approved.

12/0728 East Lodge, Houghton House, Houghton – erection of single storey extension to provide sunroom – approved.

75.2 Land at Hadrian's Camp (Planning Application No. 12/0610)

Consideration was given to the submission of a further, more detailed, Parish Council response. A Cllr considering that the response submitted on the 12th September, was not sufficiently detailed regarding local and national planning policy and that further information was now available following geological survey reports being submitted. The right to speak had also not been requested.

Agreed: Agreed in principle, that the Chairman is to prepare a further document to highlight areas of non-policy conformance, this being cross-referenced to previous concerns raised by members of the community i.e. loss of wildlife area, outline conditions being met, geological survey and the lack of a travel plan. This to be sent to Clerk by Friday 12th September, before Clerk to circulate to all members for approval, prior to submission. Also **Agreed:** this submission to also request the right to speak.

AM

Cllr Gordon entered at 8:58 p.m.

SR 76/10/12 Clerks Report

SR 62.4/9/12 Summer Play Scheme – Houghton & Crosby

Mr Schubert written and thanked for his help on 24th September 2012.

Further day to be held at Crosby on Eden on Monday 29th October (half-term week) for 5-11 & 12-16 year olds.

SR 62.6/9/12 Tree Inspections

Arboriculturalist instructed to undertake.

SR 63.2/9/12 A689 Joint Meeting with Irthington Parish Council

Letter's formally requesting that traffic volume figures and signage levels are reviewed, sent on the 24th September. Clerk advised that a response was still awaited and to be pursued. Chairman reported that a meeting had not yet been arranged with Kingmoor Parish Council to consider joint areas of concern.

AM
CN

SR63.3/9/12 Linstock – Reduction in speed limit to 20 mph

D McGlade, National Trail Manager sent copies of correspondence relating to the pursuit of a 20 mph limit. Has indicated that he would be pleased to try and help by writing a letter of support to the Highways Authority but was hesitant on how successful this would be, due to past efforts and experiences.

SR 65/9/12 Linstock – Highway Sign

This road is not under the jurisdiction of the Highway Steward. Reported to Highways hotline Ref No. 578342.

SR65/9/12 Crosby – Overhanging Trees

Reported to Highways Inspector.

SR66.2/9/12 Personnel Group Meeting

Contract of employment – Clerk formulated amendment sheet and contract re-issued to include pension provision. Chairman and Clerk signed the re-issued contract.

Grievance & Disciplinary Procedure – Clerk amended according to instructions.

Appraisal – Draft appraisal form agreed, appraisal to be undertaken in near future.

SR 77/10/12 Administration & Governance

77.1 Consultations Received and Considered

A response was considered to:-

a) Carlisle City Council Draft Tenancy Strategy

Chairman advised that the Carlisle Parish Council Association had drafted a response. **Agreed:** Chairman to circulate this to members and this item to be included in November agenda. **CN**

b) **Cumbria County Council** – Introduction of a 50 mph speed limit on the A7 from J44 to the northern end of Blackford.

Resolved: Clerk to respond, advising of Council's support for the introduction of a 50 mph limit. **AM**

77.2 Code of Conduct – Dispensations

Guidance from CALC was circulated regarding the rules on the granting of dispensations. Due to time constraints, it was agreed for this item to be considered at the November meeting. A Cllr enquired if it was a requirement for City/County Councillors to sign a dispensation, for example, when the Parish Council was setting the precept? Clerk to determine.

77.3 Locality Working

A report on the meeting held by the Carlisle Rural Support Group was circulated to Cllrs.

SR 78/10/12 Village Matters

78.1 Grass Cutting 2012

A review of the work completed to the end of September was undertaken.

Agreed: Tender for 2013/14 to be an agenda item for the Finance group meeting. **AM**

78.2 Broadband Survey

A report was circulated, prior to the meeting, advising on data collected to date. Data indicates that Houghton can access superfast broadband. However, Crosby On Eden, Brunstock and the Knells suffering from consistently slow speeds. More responders from these areas and Linstock are to be encouraged. **ALL**

Agreed: Survey to be continued for another month. Cllr Duncan and K Norman to contact responders with suggestions for improved service, if factors inside the house are considered to be responsible for low speeds. **PD/KN**

78.3 Parish Plan

Groups to arrange future meeting dates.

78.4 Crosby Play Area

A revised plan was circulated. Clerk advised that a topographical survey at a cost of £350 had been commissioned, so that a detailed, scale plan could be produced by the architect. Clerk advised that the budget was, as yet, unable to be confirmed as two funders had not yet made decisions on funding amounts to be awarded. Clerk requested that the design be approved so that revised planning permission could be applied for and the tendering process could progress.

Resolved: Design approved. **AM**

78.5 Parking on Houghton Village Green

Notes of the meeting between Cllrs and Highway Officers on the 14th September were circulated. Items discussed at the meeting included the results of the speed survey through the village; the success of the 'pinch points' in slowing traffic speeds through the village and their current positioning; the possible insertion of repeater lights and of coloured surfacing being included at the 'pinch points'. Legalities regarding the placing of bollards on the village green and the erection of 'no-parking' signs was also considered.

Agreed: Clerk to progress the inclusion of coloured surfacing at the 'pinch points' with Highway Officers. Also, to obtain estimates and any licenses required for the insertion of metal and wooden bollards on two areas of the village green.

AM

78.6 Tree Preservation Order (TPO) for Whiteclosegate/Tarraby Apple Tree

A letter from the Tree Officer advising that Carlisle City Council does not consider that it is necessary to place a TPO was circulated. Chairman believed that the Parish Council may have the right to challenge the local authority on this and could consider taking over the maintenance of the area.

Agreed: Chairman to investigate the legalities of the above and produce a report for the November meeting.

CN

78.7 Tribune Drive Landscape Improvements

On-going maintenance of the area was considered. Clerk reported that the contractor was to weed the area and lay bark chippings within the next two weeks.

SR 79/10/12 Highway Matters

79.1 Linstock Village – Order for 30 m.p.h. speed restriction on U1176

Clerk reported that Cumbria County Council has applied for a 30 mph speed restriction for the U1176. Consultation to end on the 19th October 2012.

Resolved; Clerk to respond that the Parish Council would much prefer that a 20 mph speed limit was imposed, but in the interim, a 30 mph speed limit would be accepted.

AM

SR 80/10/12 Schedule of Correspondence, notices and publications

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

Agreed: Clerk to attend CALC AGM at a cost of £10.00.

Also Agreed: Letter from resident received advising on problems being experienced by cyclists on the Rickerby/Linstock cycle path – comments to be considered by Parish Plan group, Clerk to respond in interim.

AM

AM

SR 81/10/12 Councillor Matters

Clerk (on Cllr Telford's behalf) advised that a resident of Linstock had requested that the 30 mph zone is extended to before the motorway bridge. Clerk to determine if this is possible.

AM

Cllr Lightfoot advised that residents of the Green, Houghton had not been contacted by Carlisle City Council officers regarding drainage problems. Clerk to pursue with City Cllr J Bainbridge.

JB/AM

Cllr Fox requested that data on speeding for the A689 is obtained from the Police; that a resident had requested a notice board for Crosby Moor; that nothing appeared to be happening about parking at Crosby On Eden; a letter of thanks should be sent to Cllr Scougal, following his resignation.

AM

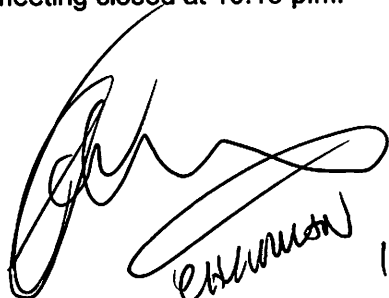
AM

AM

CN

SR 82/10/12 Date of Next Meeting The next meeting is scheduled for Wednesday 14th November at 7.30pm in Crosby On Eden village hall.

The meeting closed at 10:15 p.m.


14/11/2012

STANWIX RURAL PARISH COUNCIL

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

To be
Actioned
By:

SR 83/11/12 Apologies for absence

Cllr A Lightfoot

SR 84/11/12 Present

The Chairman, Cllr C Nicholson, Cllrs P Duncan, M Fox, R Gordon, H Phillips, Y Robertson & J Telford.

SR 85/11/12 In Attendance

County Councillor J Mallinson, City Cllrs M Bowman & J Bainbridge.
M Anson, Enforcement and Education Team Leader, Carlisle City Council and three members of the public.

SR 86/11/12 Declarations of Interest or Requests for Dispensations

All Councillors present signed dispensations regarding the setting of the precept and planning application No. 12/0883 - Crosby on Eden village green;

All Councillors declared a personal interest in planning application No. 12/0873 (applicant being known to them);

Cllr Fox declared a personal and pecuniary interest in item 6.1 – Crosby on Eden Hall (Cllr & Mrs Fox being Treasurer and member of village hall committee).

SR 87/11/12 Minutes of the meeting of the Parish Council held on 10th October 2012

The minutes of the meeting of the Parish Council held on the 10th October 2012 were approved and signed by the Chairman.

SR 88/11/12 Public Participation

A resident addressed the Council about planning application 12/0845 - Greenfield Farm, Houghton and concerns over its change of use to permit the storage of 20 touring caravans. The resident urged the Council to object to the development for the following reasons:-

- It would have a detrimental impact on residential amenities and would turn a residential/agricultural area into a mini industrial estate;
- cause much disruption to adjacent residents via noise, light pollution and increased levels of vehicle movements;
- the proposed number of caravans to be stored, would create a fire hazard with the storage of fuel, gas bottles, etc. The proposed area for storage also being next to a hay barn;
- the site has no security access proposed;
- highway safety concerns relating to the narrow access point over a private road, many children, horse riders and bicycles using this road.

Another resident addressed the Council advising that they had not received any notification of the development from Carlisle City Council, despite living very close to the proposed site. Also, no site notice appeared to have been displayed. The resident advised that they were not against the development in principle, but felt aggrieved that they had not received notification of the development and had only been made aware through its publication in the Cumberland News.

Morven Anson, Enforcement and Education Team Leader, Carlisle City Council then gave a presentation on the current 'Love where you live' campaign, the campaign targeting problems concerning dog fouling, littering and graffiti. She advised that Carlisle City Council is working together with Parish Council's, schools and other community groups to identify 'grot-spots' within the city with the aim of improving them and identifying where extra signage is required. Also advised that residents are being encouraged to report culprits and



that they are supporting an initiative to micro-chip dogs free of charge.
Morven then left at 7:55 p.m.

S Aglionby then advised on the success of the Houghton bonfire, estimating that over 300 people attended the Parish Council funded event. She commended the committee of twelve residents who had helped to organise the event, only one committee meeting being required for its organisation.

S Aglionby left at 8:00 p.m.

SR 89/11/12 Community Policing Report

No Police were present.

SR 90/11/12 Planning Matters

Due to the attendance of County and City Councillors and members of the public this item was moved to earlier on the agenda.

90.1 Applications

12/00845 Greenfield Farm, Houghton – change of use of land to permit the storage of 20 touring caravans.

Consideration was given to a paper outlining areas considered to be contrary to current planning policy and suggesting conditions to be imposed, if permission was granted.

Queries were also raised regarding:-

- The lack of security measures to be put in place regarding theft i.e. a security barriers or lighting?
- if an environmental assessment had been undertaken, due to the storage of combustible materials, etc.;
- The vicinity of the plot to residential properties - caravan storage sites usually being situated in remote areas.

Resolved: to 'object' to the change of use application, as per the circulated paper. Agreed that the section on the paper that highlighted recommended conditions (should the application be approved) should be amended to highlight that these remain areas to be further addressed by the application. Chairman to amend the paper and circulate final version for approval to Councillors before Friday 16th November.

Also **Resolved:** to request the right to speak on the application.

CN

Cllr Bowman advised that she would contact Planning Officers as regards non-notification to adjacent residents. Commented that this may extend the deadline for responses.

Cllr Bainbridge also advised that he would submit a 'Call in to Committee' for the application.

Two residents left at 8:15 p.m.

MB

JB

12/0814 White Cottage, Crosby On Eden – provision of first floor over existing single storey dwelling to provide 3No. en-suite bedrooms and lounge; ground floor extension to provide entrance hall and 1No. en-suite shower room to existing bedroom (revised application).

Resolved: Noted as being withdrawn since the issue of the agenda.

12/0835 Rickerby Cottage, Rickerby – change of use of part of the residential property including part demolition and rebuilding of a partially used building. An upgrade of the existing swimming pool complex to form a spa facility, a licensed café and restaurant, along with camping pods with associated parking and amenity space.

It was noted that the current application is subject to revision, revised plans being expected to be submitted within the next few days.

Agreed: to reserve judgement on the development, until revised plans are submitted.

12/0838 Gwynedd, 26 Houghton Road, Houghton – erection of single storey extension to front elevation to provide porch and study together with single storey rear extension to provide extended kitchen and dining room with dormer roof above balcony (revised application).

Resolved: that 'no observations' be made.

12/0873 3 Chestnut Grove, Linstock – erection of double garage and workshop together with storage in attic.

Resolved: that 'no observations' be made.

12/0883 Crosby on Eden village green – installation of play equipment on village green (revised scheme).

Resolved: that 'no observations' be made.

To consider permission notices received:-

12/0596 181 Tribune Drive, Houghton – first floor side extension to provide 1No. bedroom - approved.

12/0687 Eden Nursery, Linstock – erection of 1No. dwelling (revised application) – approved.

12/0730 Batt House, Crosby on Eden – demolition of grain store and conversion of 2No. remaining outbuildings to provide 2No. dwellings within existing courtyard (revised application).

12/0728 East Lodge, Houghton House, Houghton – erection of single storey extension to provide sunroom – approved.

Notification of withdrawn applications:-

12/0831 27 Whiteclosegate, Carlisle – erection of two storey rear extension to provide dining room and office on ground floor with 2no. bedrooms above.

SR 91/11/12 Finance Matters

91.1 Resolved that the following payments be approved:-

A McCallum – Salary £937.07 & Re-imburements £265.30	1202.37
Staples – Stationery	77.88
S Nicholson – Grass Cutting for September	528.00
SH Electrical – Houghton village hall electrical work	2136.00
Edmondson Surveys – Crosby play area site survey	420.00
B Hill – Houghton in Bloom re-imburements	189.03
M Hancock – Houghton in Bloom trophy inscription charges	10.00
HMRC – PAYE & NI contributions Aug to Nov 2012	938.36
D Kinnaird – Hedges cut at Brunstock	48.00
BHA Trees – Inspection report on trees	474.00
Geltsdale Carpets - Crosby On Eden Parish Hall supper room carpet	403.20
B Forsyth - Crosby On Eden Parish Hall new sink water heater	350.48
M Dryden - Crosby On Eden Parish Hall electrical works	531.30
NEST Pension – October contribution (D/D)	80.18
British Telecom – Phone bill from Oct to January 2012 (D/D)	<u>28.36</u>
Total	<u>7417.16</u>

91.2 To note the balances at the bank as at 31st October 2012

Treasurer Account	£ 1,050.04
Money Manager Account	£ 105,639.50
Expenditure to 31/10/12	£ 33,156.35

91.3 To note the receipt of grants totaling £6,000 from Cumbria County Council towards the Crosby play area, grant of £178.76 from ACT Cumbria towards production of the Parish Plan; revenue of £438.00 from Carlisle SPAA from the summer activity days; Carlisle City Council grant of £150 for Houghton in Bloom and VAT refund for £1,890.65.

Due to time constraints items 6.3, 6.4 & 6.7 were deferred to the December meeting.

91.4 Budget & Precept 2013/14

A report on the proposed budget for 2012/13 and minutes of the finance group meeting held on the 23rd October were circulated alongside the agenda.

Resolved: to accept the proposed budget for 2013/14, the precept to remain at £40,540.

91.5 Society of Local Council Clerks

Consideration to membership of the society was considered at a cost of £123.00.

Resolved: approved.

91.6 Management of Payroll

A report was circulated regarding the contracting out of payroll to an external provider.

Resolved: to contract out to Cumbria Payroll at a cost of £16.50/month.

AM

91.7 Clerks Additional Employment

The Clerk advised that she had accepted an additional position with Kirkbampton Parish Council and a temporary position with Dalston Parish Council.

91.8 Houghton Village Hall

Consideration was given to the purchase of new curtains at a cost of £499.00

Cllr Mallinson advised that he had money available for this in his budget and volunteered to pay for the curtains on behalf of the village hall committee.

JM/AM

SR 92/11/12 Clerks Report

Linstock Drains – Allen's Development

Clerk and Mr Priddle, Burnetts Solicitor inspected planning file at Civic Centre on the 24th October. Copies of some documents have been requested and are awaited.

SR 73/10/12 Parish report on the use of electric scooters

Information received from P.C A Wright. Concern's were raised as to if this issue would escalate after Christmas and it was suggested that an education campaign in Crosby school may be undertaken. Cllr Fox to contact PC Wright to progress.

MF

SR 63.2/9/12 A689 Joint Meeting with Irthington Parish Council

Traffic volume figures received on the 2nd November and circulated to Irthington & Kingmoor Parish Councils. Suggested that a further meeting is held, Clerk to determine interest from other P.C.'s

AM

SR 65/9/12 Crosby – trees overhanging the highway

County Council arboriculturist visited the site on the 12th October and recommends the removal of an Elm tree. Owners to be contacted by Cumbria Highways.

SR 77/10/12 Introduction of 50 mph speed limit on the A7

Letter sent supporting the introduction of a 50 mph limit on the 16th October.

SR 79.1/10/12 Linstock village – Order for 30 mph speed restriction on the U1176

Letter sent advising that a 20 mph limit is preferred on the 16th October 2012.

SR 80/10/12 Rickerby/Linstock cycle path – letter from cyclist

Clerk responded, no further correspondence received.

SR 81/10/12 Parking at Crosby On Eden

Cllr Fox advised that very little seemed to have progressed regarding improvements to parking at Crosby on Eden school by Highways Officers. This is despite the success of the scheme being reported to Local Committee. Cllr Mallinson advised that funding may be released in future to tackle this problem.

SR 93/11/12 Administration & Governance

93.1 Consultations Received and Considered

A response was considered to:-

a) Carlisle City Council Draft Tenancy Strategy

Chairman advised that the Carlisle Parish Council Association had not submitted a response to the consultation and it could therefore not be considered.

93.2 Code of Conduct – Dispensations

Guidance from CALC was circulated regarding the rules on the granting of dispensations. The Council was asked to determine if the Clerk should have delegated authority to grant dispensations or if this role should fall to a standing committee or the full council.

Resolved: Clerk to have delegated responsibility to grant dispensations. This to be reviewed in May 2013.

AM

SR 94/11/12 Village Matters

94.1 Installation of bollards on Houghton Village Green

Clerk advised of a meeting held with a Highway Officer regarding the necessity of licenses. Advised that highway licenses are un-necessary in this instance, and the cost to insert metal and wooden bollards would be in the region of £4-5,000. The recommended distances that the Officer proposed for the insertion of the bollards from the edge of the highway were questioned.

Cllr Mallinson also advised that he would be willing to financially contribute to this scheme.

Resolved: Clerk to obtain estimates for the project and obtain further guidance on insertion distances from County Highway's.

AM

94.2 Tree Preservation Order for Whiteclosegate Apple Tree

Chairman circulated a hand-out on his suggestion that the tree and surrounding area could be managed by the Parish Council via the 'Right to Challenge' or an asset transfer arrangement.

Resolved: Not to pursue either of these options. Chairman to advise petitioners of this outcome, by the display of a notice in the Near Boot Inn.

CN

94.3 Houghton Village Drains

Site meeting to take place on Friday 16th November at 1:30 p.m. Cllrs Nicholson, Duncan & Phillips to attend.

CN/HP/
PD

94.4 Courtesy in the Community

Cllr Phillips circulated a paper on progress with the campaign. A "Citizen Week" presentation is to be made to children at Houghton school on the 14th January alongside the Police & Blind Association. Leaflets and posters are also to be produced and a 'design a poster' competition to take place. Cllr Phillips advised that the production of materials and the donation of prizes would cost approximately £250.

Resolved: Costs of £250 approved.

HP/PD

94.5 Crosby Play Area

Update on progress given by Clerk. Advised that a revised planning application had been submitted, approval hoping to be gained in December. Also advised that the Council had received confirmation of a grant for £10,000 from Cumbria Waste Management, this bringing the total of confirmed funding to £43,500. Groundwork Trust currently tendering the project.

94.6 Parish Plan

Cllr Fox gave an update on progress of the Parish Plan. Examples of areas to be considered for partnership working included the Youth Zone, the maintenance of footpaths in the Parish, etc. Cllr Fox and Phillips to continue identifying issues to progress.

MF/HP

12/12/12

94.7 Broadband Survey

Cllr Duncan, SRPC Broadband Champion, advised that the cut-off date for survey responses was the 30th November (this having been publicised through the Houghton Echo and notice boards), more responses from Linstock and Crosby On Eden still being required. Cllr Duncan and Phillips to draft a final report/plan of action for December's meeting.

PD/HP

94.8 Crosby Moor Notice Board

The Clerk advised that she was awaiting estimates for the erection of a wall mounted, lockable board at Crosby Moor and asked that costs of up to £500 were agreed, further to estimates being received.

AM

Resolved: Costs of up to £500 agreed.

SR 95/11/12 Highway Matters

95.1 Linstock – Movement of 30 mph signs

Consideration was given to correspondence received from the Traffic Management Officer regarding the movement of the 30mph sign to before the motorway bridge. Officer advised that it would be possible for the sign to be moved but raised concerns on the perceived effectiveness of this and that it would have to be approved by Committee and would be subsequent to funding being available in the 2013/14 budget.

Resolved; Clerk to respond that the Parish Council wish to pursue the movement of the sign to before the motorway bridge.

AM

Clerk advised on a request from Highways Officers regarding the colour of surfacing to be used at the 'pinch points' in Houghton, the choice being buff or red.

Agreed: Red colour surfacing to be used.

AM

SR 96/11/12 Schedule of Correspondence, notices and publications

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

SR 97/11/12 Councillor Matters

Cllr Fox asked for an update on action regarding the tree's within the Garth, Crosby On Eden. Clerk advised that Carlisle City Council is now advising that the area is the responsibility of Impact Housing. Clerk pursuing this issue.

AM

SR 98/11/12 Date of Next Meeting The next meeting is scheduled for Wednesday 12th December 7.30pm in Crosby On Eden village hall.

The meeting then moved to Part B, where members of the public were excluded, this being due to items of a commercially sensitive nature being considered.

SR 99/11/12 Village Matters – Part B

99.1 Grass Cutting 2012

A review of the performance over the last month was undertaken.

99.2 Grass Cutting Tender 2013/14

Consideration was given as to if the contract should be extended with the current contractor, for another two years.

Resolved: Clerk to write to current contractor advising that the contract will not be extended. Advert to be placed in the Cumberland News to invite tenders for the season 2013/14.

AM

The meeting closed at 9:55 p.m.

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 12th December 2012 in Crosby on Eden Village Hall at 7:30 p.m.

To be
Actioned
By:

SR 100/12/12 Apologies for absence
Cllr R Gordon.

SR 101/12/12 Present
The Chairman, Cllr C Nicholson, Cllrs P Duncan, M Fox, A Lightfoot, H Phillips, Y Robertson & J Telford.

SR 102/12/12 In Attendance
None.

SR 103/12/12 Declarations of Interest or Requests for Dispensations
Cllr Lightfoot signed dispensations regarding the setting of the precept and planning application No. 12/0883 - Crosby on Eden village green;
Cllr Telford declared a personal and pecuniary interest in item 10.7 – notice board for Crosby Moor.

SR 104/12/12 Minutes of the meeting of the Parish Council held on 14th November 2012
The minutes of the meeting of the Parish Council held on the 14th November 2012 were approved and signed by the Chairman subject to the following amendment:-
SR 94.2 Tree preservation order for Whiteclosegate apple tree – to delete '*not to pursue either of these options. Chairman to advise petitioners of this outcome, by the display of a notice in the Near Boot Inn*' and insert '*Chairman to do further backgrounds on asset transfers and bring this back to the January meeting for consideration*'.

SR 105/12/12 Public Participation

Mr S Price, RCA Interiors addressed the Council on planning application 12/0835 - Rickerby Cottage, advised that:-

- although this application had been previously recommended for approval by Planning Officers, recent discussions with a neighbouring property had highlighted land ownership issues, on land where the proposed highway access was to be situated. This means that the recommendation for approval may be withdraw, deferred or refused. Mr Price asked that the Parish Council request that the application be deferred by the Planning Committee.
- dialogue with Planning Officers and residents had begun in March. Original application had included camping pods. These had now been withdrawn due to concerns raised by residents due to noise, barbecue smoke, etc and flooding concerns raised by the Environment Agency.
- the new revised application is smaller and has conditions applied, e.g. the number of restaurant covers being limited to 48; a limit of 12 people being able to use the pool/spa at any one time; no deliveries between the commuting hours of 9-12 and 2-4:45; development being limited to total of 25 parking spaces.
- Mr Price advised that that following the public meetings, he considers that 80% of local residents now support the development. Friends of Rickerby Park group also seem happy with development.
- the owners are re-locating and will be living in the property.

A Cllr queried why a gap in the opposite cycle path/footpath fence had been found necessary? Mr Price advised that this had been in response to residents and highways requests, the developer to pay for this.

A Cllr asked if in its current, reduced form the development is economically viable? Restrictions having been made on opening hours, etc. Mr Price advised that no finance was required to fund the development, funds being in place to complete the development.

[Faint, illegible text covering the majority of the page]

100

The business plan having determined that it was economically viable, in its present form. The meeting was then re-convened and the application was considered.

12/0835 Rickerby Cottage, Rickerby – change of use of part of the residential property including part demolition and rebuilding. Upgrade of the existing swimming pool complex to form a spa facility, a licensed café and restaurant, along associated parking and amenity space.

Resolved: to comment that:-

The Parish Council agrees with the development in principle, provided that the conditions proposed by Planning Officers are applied, i.e. restricted numbers, opening hours, etc. However, the Parish Council is also aware that at the time of consideration, Carlisle City Council is minded to refuse the application, due to objections from the Highway Authority. As this refusal is dependant on land ownership issues, the Parish Council recommends that the application is deferred, until such a time as these issues are resolved.

Mr Price left the meeting at 8:20 p.m.

SR 106/12/12 Finance Matters

106.1 Resolved that the following payments be approved:-

A McCallum – Salary £936.87 & Re-imbursments £238.18	1175.05
Staples – Stationery	27.68
S Nicholson – Grass Cutting for October & November	1056.00
Society of Local Council Clerks – Membership 2012	123.00
NEST – Pension contributions for November (D/D 19/11/12)	<u>80.18</u>
Total	<u>2461.91</u>

106.2 To note the balances at the bank as at 30th November 2012

Treasurer Account	£ 1,635.24
Money Manager Account	£ 98,139.50
Expenditure to 30/11/12	£ 99,774.74

106.3 To note that no grants had been received. Clerk advised that she had just received the application forms for Carlisle Parish Council Association grant funding for 2013/14 and asked for projects to be put forward for consideration.

Agreed: projects for consideration to be brought to January meeting.

AM

106.4 Donations

Consideration was given to the granting of donations towards the Great North Air Ambulance, British Red Cross & Citizens Advice Bureau.

Resolved: Donations of £100 each to be made to the Great North Air Ambulance and Citizens Advice Bureau.

AM

106.5 Room Rent

Consideration was given to the increase of room rent payable to the Clerk for the use of her home as an office from £49.40 to £54.50/month.

Resolved: Increase to £54.50/month.

106.6 Concurrent Services Grant

Carlisle City Council have advised that from April 2013/14 a reduction of £800 from the rate of concurrent services grant payable to the Parish Council will be necessary. The Clerk advising that this shortfall would need to be either recalculated in the Precept or to be drawn from reserves for next year's budget.

Resolved: shortfall to be allocated from financial reserves. Letter to be sent to Carlisle City Council advising that notification of this was received very late and after the Precept had been agreed.

AM

106.7 Unity Trust Bank

Consideration was given to the movement to a social enterprise/not for profit bank from April 2013. Concerns were raised by a Cllr concerning the security of deposited funds.

Agreed: Cllr Robertson to investigate how secure the funds would be and determine the banks credit rating.

YR

SR 107/12/12 Planning Matters

107.1 Applications

12/0058 S211 East View, Rickerby – fell blue spruce, prune apple tree and re-shape yew tree.

Resolved: that 'no observations' be made. However, Clerk to query why a decision notice had been issued on the 12th December.

AM

12/0835 Rickerby Cottage, Rickerby – change of use of part of the residential property including part demolition and rebuilding. Upgrade of the existing swimming pool complex to form a spa facility, a licensed café and restaurant, along associated parking and amenity space – see public participation item.

12/0873 3 Chestnut Grove, Linstock – erection of double garage and workshop together with storage in attic (revised plans).

Resolved: to submit observations that:-

- concern's were raised (in line with the adjoining neighbour's) of the impact on neighbouring properties the development would have and the number of cars parked on the drive.

12/0883 Crosby on Eden village green – installation of play equipment on village green (revised scheme).

Resolved: that 'no observations' be made.

12/0923 Rickerby Lodge, Rickerby – change of use of garage to 1no. dwelling and erection of detached garage.

Resolved: that 'no observations' be made.

12/0954 27 Whiteclosegate, Carlisle – erection of two storey rear extension to provide dining room and office on ground floor with 2no. bedroom's above (revised application).

Resolved: to submit observations that:-

- recommend that concern's raised by the neighbouring properties regarding the boundary wall, are taken into consideration. The Parish Council recommending that a ground and structural survey is undertaken, prior to permission being granted.
- to also recommend that the Planning Officer makes the owners of the neighbouring property aware that a party-wall agreement may be applied for, to adequately indemnify the adjoining property against any damage.

12/0959- 963 Walby Hall Farm, Crosby on Eden – extension to existing livestock building.

Resolved: to submit observations that:-

- advise that English Heritage does not appear to have been consulted on the application;
- no archaeological survey has been recommended to be undertaken, to date, by Planning Officers. This is thought necessary due to the developments proximity to the Roman Wall.

12/0980 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 (revised application).
Resolved: that 'no observations' be made.

To consider permission notices received:-

12/0838 Gwynedd, 26 Houghton Road, Houghton – erection of single storey extension to front elevation to provide porch and study together with single storey rear extension to provide extended kitchen and dining room with domer roof above balcony (revised application) – approved

12/0803 5 Chestnut Grove, Linstock – single storey rear extension to provide enlarged kitchen, enlargement of existing window to form french doors, creation of patio area together with erection of fence- approved.

12/0813 Land Between Knells Farm and High Knells Farm – installation of bell mouth access – approved.

SR 108/12/12 Clerks Report

SR 90.1/11/12 Greenfield Farm Planning Application No. 12/00845

Parish Council response sent 22nd November. Planning Officer confirmed that due to the number of objections, this application is scheduled to go to Committee for consideration.

AM

SR 63.2/9/12 A689 Joint Meeting with Irthington Parish Council

Clerk reported that neither Irthington nor Kingmoor had had meetings since the last SRPC meeting. Conversation with K Hind, Clerk to Kingmoor indicated that they would like to pursue this item.

Clerk also reported on a meeting to be held at Down-a-Gate Community Centre on 16th November at 5:00 p.m. about the A689. Cllrs Nicholson & Fox to attend.

Cllr Nicholson to advise the Chair of Kingmoor P.C. of this meeting.

CN/MF
CN

SR91.6/11/12 Management of Payroll

Cumbria Payroll Services now to process payroll on SRPC's behalf.

SR91.8/11/12 Houghton Village Hall – Grant for Curtains

Grant applied for.

SR94.3/11/12 Houghton Village Drains – Site meeting held 16th November

Clerk reported on correspondence received from H Renyard. Advised that Carlisle City Council had investigated the drains adjacent to No.s 1-6 the Green on 9th December. Found a blockage in the drain outside No. 6 and tree roots in drain at No. 1. Recommends that whoever owns land from No. 1 to No. 6 should investigate the replacement of the drain.

Agreed: Clerk to write to Cllr Bainbridge (c.c. H Renyard) to urge determination of land ownership in the area.

AM

Cllr reported that a storm drain cover on the village green was cracked and needed replaced.

Agreed: Clerk to action replacement.

AM

SR95.1/11/12 Linstock – Movement of 30 mph signs

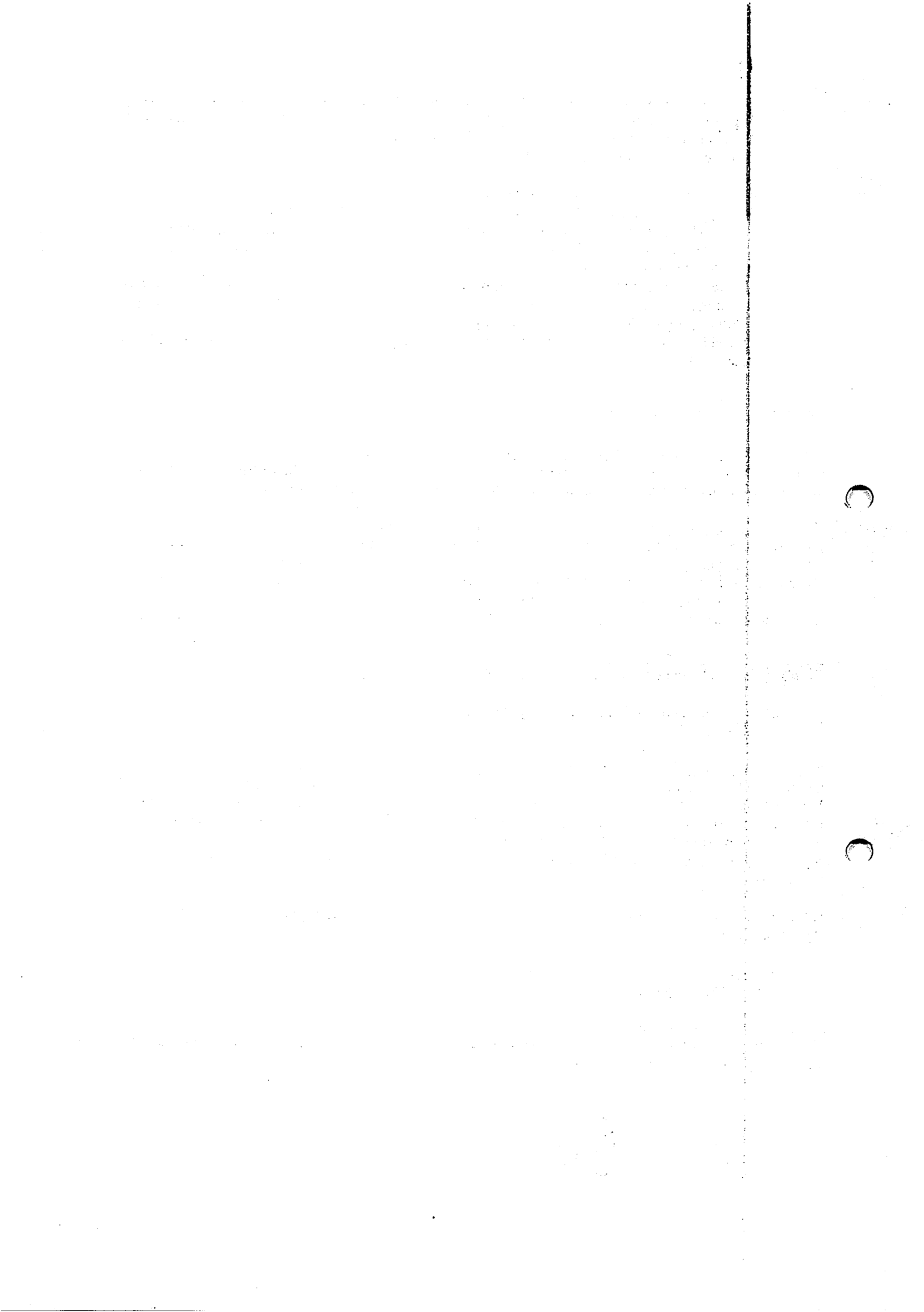
Movement of sign requested.

SR 97/11/12 Trees at The Garth

Clerk forwarded details to D Nash at Riverside and is awaiting a response. Cllr Fox advised that he was happy to meet Mr Nash. Clerk to pursue.

AM





SR 109/12/12 Administration & Governance

109.1 Consultations Received and Considered

A response was considered to:-

a) **Cumbria County Council Draft Budget Proposals 2013/14** – deferred to January.

109.2 Revised Model Standing Orders

Consideration was given to the adoption of new model standing orders to take account of the changes introduced by the new Code of Conduct and power of competence.

Resolved: to adopt the amended standing orders.

AM

109.3 CALC AGM

A verbal report was received from the Clerk.

109.4 Police Attendance at Parish Council Meetings

Correspondence was considered advising that police attendance at future Parish Council meetings would be by request only and to discuss specific police related topics.

Agreed: To invite the police on an annual basis, this to be publicised and parishioners invited to attend. To also write to the new Police Commissioner to seek his views on the non-representation of police officers at Council meetings.

AM

SR 110/12/12 Village Matters

110.1 Grass Cutting Tender 2013/14

Consideration was given in respect of the five tenders received.

Resolved: Colville Grounds Maintenance to be awarded the contract for 2013/14.

AM

110.2 Tree Survey

Consideration was given to recommended work to be undertaken, as per the tree survey undertaken. Clerk had received four tenders for this work and these were considered.

Resolved: S Slaughter to undertake the work, subject to satisfactory insurance being obtained – prior to commencement of the works. Work to be completed within two months.

AM

110.3 Installation of bollards on Houghton village green

Consideration was given to estimates received for the installation of PU and wooden bollards on Houghton village green.

Resolved: Bollards (wooden & re-cycled plastic) to be obtained from Broxap. S Slaughter to insert at a total cost of £5,600. *Splinter*

AM

110.4 Roadside Advertising

Discussion on roadside advertising e.g. A boards & banners displayed on the roadside and verges, cars for sale in lay-bys, etc. was undertaken.

Agreed: Clerk to gain legal view from Planning Department.

AM

110.5 Grit Bins

The removal of a grit bin in Antonine Way, Houghton was considered alongside requests for further grit bins in the parish.

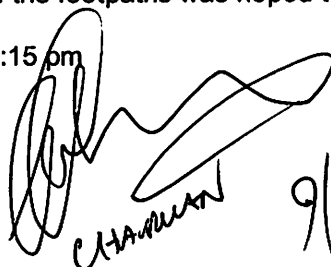
Resolved: Clerk to request that the grit bin in Antonine Way is returned and additional bins are placed on the corner of Church Lane, Houghton and on the bend leaving Linstock (towards the roundabout).

AM

110.6 Parish Plan

A paper was circulated, highlighting areas that had been identified for future development. Cllr Fox asked that interested Cllrs contact him if they wished to be involved. Advised that a parish walk of the footpaths was hoped to take place after Christmas.

Cllr Telford left at 10:15 pm


42
9/1/2013

110.7 Crosby Moor Notice Board

The Clerk advised that two estimates had been received for the erection of a wall mounted, lockable board at Crosby Moor.

Resolved: Irthing Joinery to be appointed at a cost of £295 + VAT

AM

110.8 Broadband

Cllr Duncan circulated a paper on the results of the broadband survey undertaken, a total of 45 households having responded. Identified that the Knells, Brunstock and Linstock suffer from consistently slow speeds, thought to be due to the distance from existing BT cabinets. Actions to address these issues were suggested as:-

- to arrange a meeting with BT, with the aim to extend the fibre-optic cable provision;
- apply to 'Connecting Cumbria' for their inclusion;
- circulate report to all householders who ^{had part in the survey} ~~seem to be suffering slow speeds~~ and post to web site and notice boards. Also article to be included in parish magazines.

Resolved: Cllr Duncan authorised to progress the identified actions.

PD

SR 111/12/12 Highway Matters

111.1 Crosby On Eden School Parking

A verbal report on parking issues in Crosby on Eden and at the school was received. Reported that very little seemed to have been done, contrary to Highways Department reports to Committees.

Agreed: Further meeting to be arranged with K Crawley & Cllr J Mallinson. Cllr Fox and Nicholson to attend.

MF/CN

111.2 Crosby on Eden Traffic Calming Proposals

Consideration was given to the extension of the 30 mph speed limit zone to facilitate the erection of the village gateway.

Resolved: to support extension.

AM

SR 112/12/12 Schedule of Correspondence, notices and publications

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

SR 113/12/12 Councillor Matters

Cllr Lightfoot advised of a request for coloured road markings to be painted at the start of the 40 mph zone when leaving Houghton to the Linstock roundabout. Clerk to pursue.

AM

SR 114/12/12 Date of Next Meeting The next meeting is scheduled for Wednesday 9th January at 7.30pm in Crosby On Eden village hall.

The meeting closed at 10:30 p.m.

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 9TH January 2013 in Crosby on Eden Village Hall at 7:30 p.m.

To be
Actioned
By:

SR 115/1/13 Apologies for absence

Cllr R Gordon.

SR 116/1/13 Present

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

SR 117/1/13 In Attendance

City Cllrs M Bowman & J Bainbridge.

SR 118/1/13 Declarations of Interest or Requests for Dispensations

Cllr Lightfoot & Cllr Fox declared personal and pecuniary interests in item 6.6 – village hall grant applications.

SR 119/1/13 Minutes of the meeting of the Parish Council held on 12th December 2012

The minutes of the meeting of the Parish Council held on the 12th December 2012 were approved and signed by the Chairman subject to the following amendments:-

- SR 109.4 – spelling of publicized;
- SR 110.2 & 110.3 – S Splinter [delete Slaughter];
- SR 110.8 – thought to be due to the distance from *Carlisle telephone exchange* [delete – existing BT cabinets];
- SR 110.8 – circulate report to all householders who *took part in the survey* [delete – who seem to be suffering from low speeds].

SR 120/1/13 Public Participation

No members of the public attended the meeting.

SR 121/1/13 Finance Matters

121.1 Resolved that the following payments be approved:-

A McCallum – Salary £936.96 & Re-imbursements £89.90	1026.86
Cumbria Payroll Services – payroll services for December	16.50
Staples – Stationery	71.56
S Splinter – Houghton village green manhole cover replacement	100.00
Citizens Advice Bureau – Donation Section 137 (Min No. 106.4/12/12)	100.00
Great North Air Ambulance – Donation Section 137 (Min No. 106.4/12/12)	100.00
SW McHale – Hedge cutting Crosby village hall car park	90.00
HMRC – PAYE & NI contributions November & December 2012	469.28
NEST – Pension contributions for December (D/D 20/12/12)	<u>80.18</u>
Total	<u>2054.40</u>

121.2 To note the balances at the bank as at 31st December 2013

Treasurer Account	£ 1,199.33
Money Manager Account	£ 95,661.39
Expenditure to 30/11/12	£ 96,860.72

121.3 Quarterly Monitoring Report

A report for income and expenditure for the period 1st October to 31st December 2012 was received.

Resolved: to accept the report.

It was raised that nothing had been spent out of the emergency planning budget and it was



queried as to if the boxes had been replenished/checked recently. Also suggested that the plan may need revised, i.e. emergency telephone numbers, etc.

Agreed: Clerk to locate, check and re-plenish boxes if necessary, Cllrs Fox and Lightfoot offering to help her with this task.

Agreed: Cllrs Nicholson, Duncan, Fox and Phillips to re-visit emergency plan.

AM/MF
/AL
CN/PD/
MF/HP

121.4 Parish Precept 2013/14

A verbal report by the Clerk was received on how changes to how Council Tax benefit is allocated and how this may alter the Precept calculation.

121.5 Unity Trust Bank

Cllr Robertson gave a report on the security of transferring the funds to Unity Trust Bank.

Resolved: to review again in July 2013.

121.6 CPCA Parish Council and Village Hall Grants 2013/14

Projects for submission were suggested and considered.

Resolved: Parish Council to apply for grant funding for five information boards, to be situated at Linstock, Houghton, Crosby, Rickerby & Wolsty Close.

AM

SR 122/1/13 Planning Matters

122.1 Applications

12/1001 & 12/1003(LBC) East View, Rickerby – demolition of garage and erection of double garage; erection of conservatory together with partial demolition of garden store and extension.

Resolved: that 'no observations' be made.

To consider permission notices received:-

12/0883 Crosby on Eden village green – installation of play equipment on village green (revised scheme);

12/0954 27 Whiteclosegate, Carlisle – erection of a two storey rear extension to provide dining room and office on ground floor with 2no. bedrooms above (revised application).

Notice of withdrawn application:-

12/0835 Rickerby Cottage, Rickerby – change of use of part of the residential property including part demolition and rebuilding. Upgrade of the existing swimming pool complex to form a spa facility, a licensed café and restaurant, along with associated parking and amenity space.

122.2 Carlisle Airport – Planning Application 10/1116

This item was considered alongside agenda item 11.1 - De-trunking of A69. Following the public meeting held on the 14th December, it was suggested that a further submission should be made to Carlisle City Council, in respect of the possibility of the A69 being de-trunked and the impact this may have on future traffic levels on the A689.

Resolved: Clerk to make a further response advising of the possible change in circumstances; the estimated increase in traffic levels predicted and that an environmental impact/transport assessment had not been undertaken on the application.

AM

SR 123/1/13 Clerks Report

SR 97/11/12 Trees at The Garth

Cllr Fox reported on a site meeting held with Riverside Housing. The meeting having identified areas where work was considered necessary, subject to Riverside having the finance available to do this. Advised that some ownership issues still exist with Carlisle City Council and it was requested that a meeting with Mr C Bennett, Tree Officer should be

arranged, Mr Bennet to contact Cllr Fox and arrange a site meeting.

Agreed: Schedule of works to be undertaken to be forwarded to the Clerk by Riverside Housing. Also, site meeting to be arranged between Cllr Fox and Charles Bennett.

AM

SR 107/12/12 Planning Application 12/0053 S211 East View, Rickerby

It was queried why the decision notice had been issued, prior to having received a Parish Council response. Apologies received from Mr C Bennett, Tree Officer. Reason being given that there had been a lack of clarity on the file note as regards an extension to the consultation period.

SR 107/12/12 Planning Application 12/0954 27 Whiteclosegate, Carlisle

Parish Council response had requested that a ground and structural survey should be undertaken. Planning Officer advised that this is not a material planning consideration i.e. it is subject to Civil Law legislation. However, an informative will be included within the decision notice drawing the applicant's attention to the provision of a party wall agreement, etc.

SR 94.3/11/12 Houghton Village Drains

Clerk reported that the damaged storm drain manhole cover on Houghton village green had been replaced. Also reported that ownership issues for the area were still ongoing, a trip to the Archives Office being necessary. Cllr Bainbridge advised that he had requested maps from Carlisle City Council, but these had not, as yet been received.

Cllr Phillips and Duncan advised that they had spoken to residents and witnessed first-hand the problems being experienced in accessing their properties. Also produced photographs of excavation works on the pipe that some residents had undertaken. Residents had also requested that larger grass cutting equipment should not be used on the area in future.

Agreed: S Splinter to be asked to give an estimate on the likely cost to replace the length of drainage pipe. Clerk to pursue ownership issues.

AM

SR109.2 Revised Model Standing Orders

Copies circulated to Cllrs alongside the agenda.

SR109.4/12/12 Police Attendance at Parish Council Meetings

A response from R Rhodes, Police and Crime Commissioner for Cumbria was received and noted. It was also noted that PCSO Aiston had left the area to work in Durham.

SR110.4/12/12 Roadside Avertising

Response awaited.

AM

SR 110.5/12 Grit Bins

Requests submitted, response awaited.

AM

SR110.7/12/12 Crosby Moor Notice Board

Ordered.

SR111.1 Crosby on Eden School Parking

Date for a site meeting with John Mallinson & Kevin Crawley to be confirmed.

AM

SR111.2/12/12 Crosby on Eden Traffic Calming Proposals

Letter sent advising of the Parish Councils support to the extension of the 30 mph zone.

SR113/12/12 Coloured Road Markings – 40 mph Zone in Houghton

Works completed prior to request being made by Parish Council.

SR 124/1/13 Administration & Governance

124.1 Consultations Received and Considered

A response was considered to:-

a) Cumbria County Council Draft Budget Proposals 2013/14

Resolved: No comments considered necessary.

b) Carlisle District Draft Parish Charter

Report from Cllr Nicholson advised that, in his opinion, it was not as good as the last one but that it acknowledged that Parish Councils and Carlisle City Council are equal partners.

Resolved: No further comments considered necessary.

SR 125/1/13 Village Matters

125.1 Linstock Village Green – Flooding by Eden Brae

Cllr Telford advised that she had been approached by the owners of Eden Brae concerning a large flood situated on the village green near their property. If this water managed to get over the access road, it would flood their property. It was suggested that flooding in this area had not occurred prior to United Utilities having undertaken works in the area and it was thought that no roadside gullies had been cleared out since this work was undertaken.

Agreed: Clerk to contact County Highways and instigate gully clearing.

AM

Cllr Nicholson also advised that he had been contacted by a resident of Rickerby to advise that flooding on the Rickerby Road was causing access difficulties to residents of the area. Clerk advised that this matter had been raised previously and she would contact Mr R Hayward the Highways Officer responsible for the area at that time.

AM

SR 126/1/13 Highway Matters

126.1 De-Trunking of A69

Notes of a public meeting held on the 14th December at the Downagate Centre, Warwick Bridge were circulated, Cllrs Fox and Nicholson having attended the meeting. Also circulated were notes of a meeting held with representatives of Irthington Parish Council held on the 3rd January. This meeting having been arranged to discuss the implications to both Councils on the possible de-trunking of the A69 and contained a list of further recommended actions. It was discussed that it had been decided not to pursue a petition or hold a public meeting at this time, until more facts were established.

Resolved: Clerk to arrange the following:-

- Meeting between two Parish Councils with M.P.'s Rory Stewart & John Stevenson, County Cllr J Mallinson and District Cllrs to be invited to attend;
- To request traffic data from Cumbria County Council for last 3 years on A69 and A689 west of Brampton by-pass roundabout and east of the roundabout;

AM

AM

Resolved: Cllrs Nicholson & Fox to prepare the following:-

- Detailed background report on the condition of the A689, including its deficiencies;
- Statements to be included in Parish Newsletters Stevenson & and its perceived impact on residents.

CN
CN/MF

SR 127/1/13 Schedule of Correspondence, notices and publications

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

SR 128/1/13 Councillor Matters

Cllr Lightfoot advised of a resident request for further signs in the 30 mph zone outside Houghton Post Office. Clerk advised that she did not think that this was within highway legislation guidelines, the limiting of street furniture being considered a high priority policy.

AM

Cllr Fox requested that additional lighting to an un-lit area of The Garth was pursued. Clerk advised that City Council budgetary constraints may be prohibitive at this time, regarding additional lighting but she would investigate the matter.

AM

SR 129/1/13 Date of Next Meeting The next meeting is scheduled for Wednesday 13th February at 7.30pm in Crosby On Eden village hall.

The meeting closed at 9:25 p.m.



Handwritten signature, possibly reading "C. Fox".

13/02/13

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 13th February 2013 in Crosby on Eden Village Hall at 7:30 p.m.

SR 130/2/13 Apologies for absence

No apologies received.

SR 131/2/13 Present

The Chairman, Cllr C Nicholson, Cllrs P Duncan, M Fox, R Gordon, A Lightfoot, H Phillips,
Y Robertson & J Telford.

SR 132/2/13 In Attendance

County Councillor J Mallinson.

SR 133/2/13 Declarations of Interest or Requests for Dispensations

Cllr Lightfoot & Cllr Fox declared personal and pecuniary interests in item 6.3 – village hall
grant applications.

SR 134/2/13 Minutes of the meeting of the Parish Council held on 9th January 2013

The minutes of the meeting of the Parish Council held on the 9th January 2013 were
approved and signed by the Chairman.

SR 135/2/13 Public Participation

No members of the public attended the meeting.

SR 136/2/13 Finance Matters

136.1 Resolved that the following payments be approved:-

British Telecom – Phone bill October to December 2013	57.96
A McCallum – Salary £937.07, re-imburements £89.90, BT line rental £129	1151.37
Cumbria Payroll Services – payroll services for January	16.50
Staples – Stamps & paper	15.10
Pennine Playgrounds – Linstock playground operational inspection - January	150.00
Carlisle City Council – RoSPA play area inspections, Crosby & Linstock	120.00
S Aglionby – Grant, Houghton Community Bonfire 5 th November	300.00
S Nicholson – Grass Cutting 2012, final contract payment	95.46
Burnetts Solicitors – Contract advice	60.00
S Splinter – Storm drain investigation on Houghton village green	100.00
VAC – Tourism Conference, Cllr Phillips to attend	10.00
Total	<u>2156.57</u>

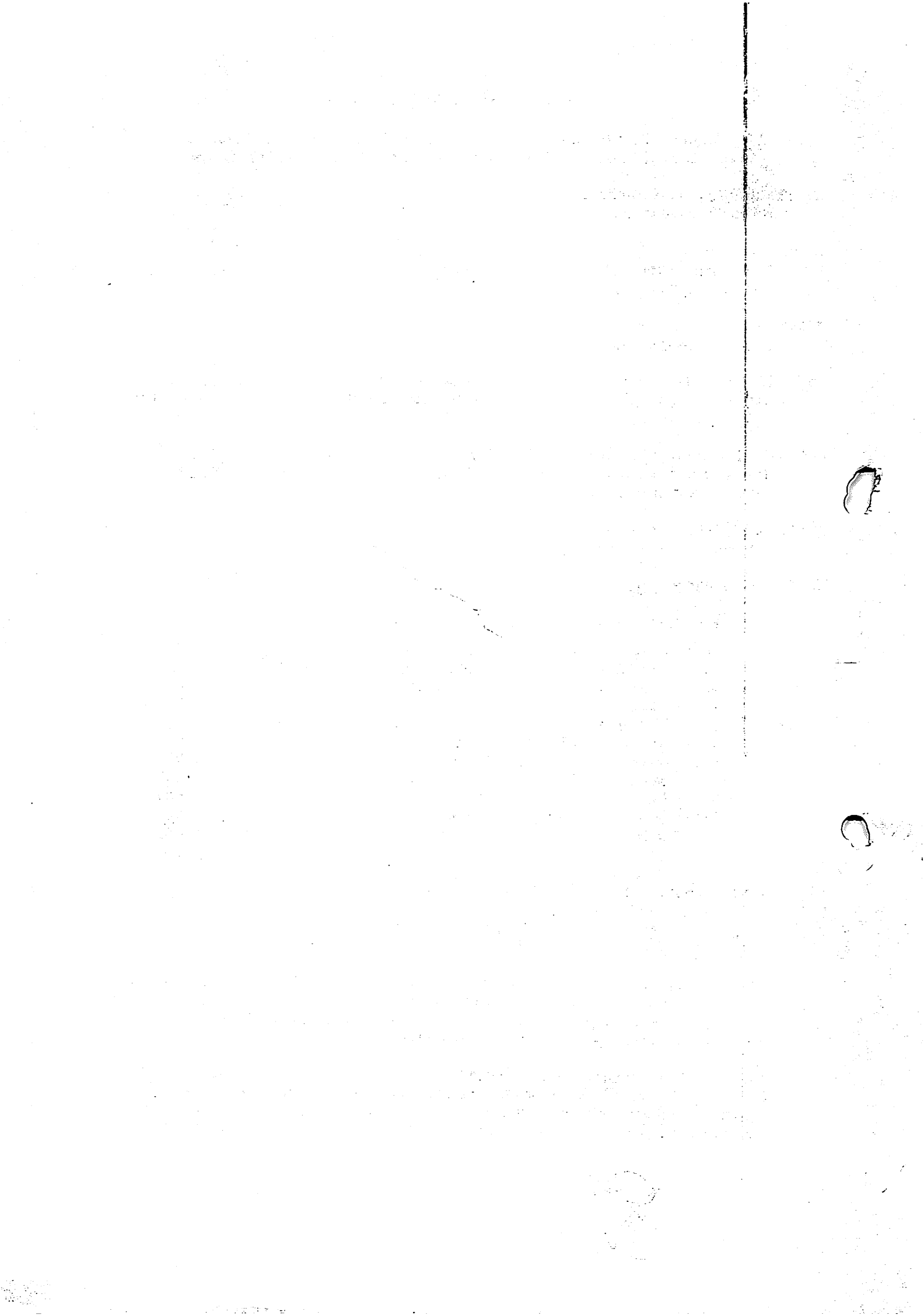
136.2 To note the balances at the bank as at 31st January 2013

Treasurer Account	£ 1,186.99
Money Manager Account	£ 96,161.39
Expenditure to 31/1/13	£ 45,119.40

136.3 To note the receipt of £2,500 from Cllr Mallinson towards the Houghton bollards.
Clerk reported that the bollards had been ordered and would be delivered at the end of
February. Advised that Highways Officers had confirmed that the minimum distance that
these could be inserted from the highway was 50 cm.

136.4 CPCA Village Hall Grants 2013/14

Resolved: Grants submitted for the eradication of rising damp for Houghton village hall
totalling £1,455 and the sanding and sealing of the hall and stage floor at Crosby on Eden
village hall totalling £1,800 were approved. Shortfall in the amount of grant funding



obtained to be paid for from funds held by the Parish Council.

136.5 Annual Risk Assessment 2013/14

Agreed: meeting of risk group to be held at 11:00 am on Thursday 28th February. It was also agreed that after this meeting the updating of the Emergency Plan should take place.

CN/MF/
HP/PD

136.6 Asset Register

A copy of the updated asset register was circulated alongside the agenda.

Resolved: to accept the asset register as complete and accurate.

136.7 Houghton In Bloom Volunteer Group

Consideration was given to a request that the PC purchases insurance cover for volunteers involved with the Houghton in Bloom group, this cover not being included under the existing PC cover. Advised by B Hill that the Royal Horticultural Society offer such cover at a cost of £86.00 for the recommended £10 million public liability cover.

Resolved: to purchase cover on behalf of Houghton in Bloom group.

AM

136.8 Cumbria Tourism Conference

Cllr Phillips advised that he would like to attend the conference on behalf of the PC at a cost of £10.00.

Resolved: Attendance fee of £10:00 for Cllr Phillips attendance was approved.

SR 137/2/13 Planning Matters

137.1 Applications

No applications received.

To consider permission notices received:-

12/0980 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 (revised application) – approved.

Notice of withdrawn application:-

12/0923 Rickerby Lodge, Carlisle – change of use of garage to 1No. dwelling and erection of detached garage.

Notice of site visit and further reports:-

12/0835 Rickerby Cottage, Rickerby – change of use of part of the residential property including part demolition and rebuilding. Upgrade of the existing swimming pool complex to form a spa facility, a licensed café and restaurant, along with associated parking and amenity space.

SR 138/2/13 Clerks Report

SR 121.3/1/13 Emergency Box Replenishment

Cllr Fox and Clerk had checked the Crosby box and found that various items needed replaced. Discussed how the purchase of wind-up lanterns, torches and radio may be more economical. Advised that the Houghton box had not been checked yet, Cllrs Nicholson and Lightfoot to progress and that the Linstock box was thought to be in S Alecock's garage.

Agreed: Clerk to obtain prices for wind-up lanterns, torches & radio and contact S Alecock to determine where the Linstock box is situated.

AM
CN/AL

SR 121.3/1/13 Emergency Plan Update

A copy of the Emergency Plan held by the Clerk had been circulated to interested Cllrs. It was reported as being very 'out of date' and required updating i.e. emergency contact details, etc.



SR121.6/1/13 CPCA Parish Council Grants 2013/14

Grant submitted for information boards by PC.

SR 97/11/12 Trees at The Garth

Carlisle City Council and Riverside Housing have agreed to do some of the work on land in the area, identified as within their area of responsibility/ownership. However, two large poplar trees that are considered to need work are in 'debatable' lands. Riverside Housing has suggested that the PC approach the land registry to determine ownership. Riverside are going to provide a quote for the work, Cllr Fox requesting that this quote is considered by the PC when received.

Agreed: PC to consider the quote when received.

AM

SR111.1/1/13 Crosby on Eden School Parking

Site meeting arranged for Monday 18th February.

SR125/1/13 Linstock Village Green - Flooding

Advised by Richard Hayward, Highways that the street work's team have confirmed that following the UU works, they did the usual dilapidation survey, no problems being found and that the job was 'signed off'. He has also visited the site and investigated all the roadside drains; these have all been found to be flowing freely. Commented that some undergrowth required clearing from a ditch but that this is the riparian landowner's responsibility. His opinion is that the flooded area of the green is due to the naturally raised water table being experienced through the high levels of rainfall experienced and cannot offer any solution to relieving the flooding, other than raising the level of the green (which he would not recommend).

Agreed: Clerk to write to householder advising of Richard Hayward's findings.

AM

SR125/1/13 Rickerby – Flooding of road west of the Beeches

Issues reported to R Hayward, Highways. Upon investigation, a partial carriageway collapse had been discovered in the area, alongside a cross road culvert and collapse of un-jointed field pipes. The culvert has been replaced and all gullies and associated pipes east and west of The Beeches are now reported as fully functioning. Areas of standing water still exist, but these would only be totally eliminated by the heightening and re-surfacing of the road for a distance of 38 meters'. Advises that this could not be justified for a road of this nature and that this would not always remedy the problem as the road would remain susceptible to fluvial flooding, as it crosses a flood plain.

Agreed: Cllr Nicholson to forward Clerk resident's address who raised this issue. Clerk to write to resident to inform them of the findings.

AM

SR126.1/1/13 De-Trunking of A69

Cllr Fox advised that although traffic data had been supplied, it was not sufficient and further data had been requested. Reported that difficulties had been experienced in arranging a meeting with Rory Stewart & John Stevenson but a suggested date of Saturday 9th March may be a possibility. Cllr Nicholson advised that he was awaiting accident figures from the Police and would report back on these.

CN

Houghton Drains

Cllr Duncan asked if any progress had been made through Helen Renyard regarding the drain at the village hall. Clerk advised that she had not heard anything. It was suggested that Helen Renyard is no-longer in post, N Tolson having taken over this responsibility. Clerk to pursue this issue.

AM

SR128/1/13 Houghton village green – Request for additional 30 mph signs

Advised by Sarah Steel, Cumbria Highways that Direction 11(4) of the Traffic Signs Regulations and General Directions 2002 prohibits additional 30 mph signs within a 30 mph limit. Therefore, additional signs can not be erected. Also, the presence of a system of street lighting means that a road automatically has a 30 mph speed limit and is therefore a

restricted road. If further signs were erected, they can negate the speed limit – there have been occasions in the past where people have 'got off' from speeding convictions where old repeater signs had not been removed.

Linstock - 30 mph signage

Cllr Telford advised that 30 mph signs had still not been erected in Linstock. Clerk to pursue.

AM

SR 128/1/13 Additional Street Light for The Garth

Clerk requested 31st January no response from Officer. Clerk to pursue.

AM

SR 139/2/13 Administration & Governance

139.1 Consultations Received and Considered

A response was considered to:-

a) Cumbria County Council Travel Strategy

Consideration was given to the key priorities in respect of transport needs and access within the Parish. These were agreed as:-

- Visitor travel and the success of the Hadrian's Wall bus in the summer and autumn;
- Encourage walking and cycling to reduce the carbon footprint, the connection of cycle ways being considered a priority;
- To canvas for public services in areas that have none, i.e. Brunstock;

Agreed: Clerk to formulate a response based on the above comments, this to be considered further at the March meeting. Response to also include issues raised by residents in the Parish Plan survey.

AM

SR 140/2/13 Village Matters

140.1 Carlisle & District SPAA Summer Fun Programme 2013

Consideration was given to dates and venues for the 2013 programme.

Resolved: Six day sessions to be booked on Wednesdays throughout the summer holidays, these to alternate between Crosby and Houghton. To also make a preliminary booking for the playground opening event at Crosby. Clerk to apply for a Neighbourhood Forum grant towards the cost of the sessions.

AM

140.2 Crosby Play Area

Clerk and Cllr Fox reported that a meeting had been held with the Landscape Architect from Groundwork North East on the 6th February, to discuss the submitted tenders for the play area. A report was then circulated to Cllrs advising of the cost of the tenders and current budget. Tenders received were reported as being higher than expected (ranging from £78-£86k on the current project) and a significant reduction in the size of the project or items of equipment would be required, unless the Parish Council committed further financial reserves.

Cllr Mallinson advised that he may be in a position to allocate some further funding towards the project, the Clerk advising that this could be used as third-party funding requirement and would be used to release other funding through Cumbria Waste Management. Cllrs also queried the level of fee being charged by Groundwork North East for the project, it being requested that the exact fee is determined.

Resolved: No further financial reserves to be contributed by the Parish Council towards the project. Clerk and Cllr Fox authorised to choose the final design specification within confirmed budget of £43,000.

AM/MF

Cllr Mallinson left at 8:50 p.m.



140.3 Houghton Village Green – Drainage

Discussion was undertaken concerning the area of the village green that has been subject to drainage problems. An estimate was also received on costs to rectify the drainage problem.

Agreed: Clerk to obtain legal advice and obtain two further quotes.

AM

140.4 Grass Cutting Contract 2012/13

Consideration was given to legal advice received following the receipt of correspondence from the contractor, following the termination of the contract. A letter was also circulated advising of the PC's legal and financial position.

Resolved: Clerk to write to contractor advising that the PC stands by its calculation of the work completed and financial calculation.

AM

140.5 Grass Cutting Contract 2013/14

The draft contract for the season 2013/14 was circulated for approval.

Resolved: Item 3 to be amended to state that payment '*shall be payable on receipt of an invoice for the completed works, undertaken in the calendar month. Works undertaken to be listed, alongside the dates performed, on the invoice. Invoice to be received by the Council within 7 days of the end of the month*'.

Also Agreed: that a site meeting should be arranged with the successful contractor in early April, prior to starting the contract.

AM

140.6 Parish Footpaths

Cllrs Duncan and Phillips advised that they had walked several of the footpaths in the Houghton area and produced a written and pictorial report (circulated to Cllrs) advising on the condition of the paths and possible future maintenance requirements. Also advised on possible grant funding streams that may be accessible to contribute towards the maintenance of footpaths. Suggested that once they had walked all footpaths within their area, the Council may consider the production of a booklet.

Agreed: Clerk to investigate possible funding providers.

AM

140.7 'Love Where You Live' Campaign at Houghton School

Cllr Phillips advised on the success of the campaign, Carlisle City Council 'Love where you live' staff having made a presentation to Houghton school children on the 14th January. Advised that disappointingly, the Police had not attended but had advised that they would attend any follow-up days planned. Emphasis had been placed by the City Council team on dog fouling and the health problems it can cause; litter and general citizenship. Cllr Phillips thought it had been well received by the children and hopes to build on its success.

140.8 Crosby Moor Notice Board

Clerk determined if Cllrs wished the notice board to be positioned at the garage or bus shelter.

Agreed: to be positioned at the garage, as more residents were thought to be able to access it here.

AM

SR 141/2/13 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted. This included the notification of a leaving collection for C Bagshaw, CALC.

Agreed: Donation of £10 to be forwarded to CALC, in recognition of his service to Stanwix Rural Parish Council over the years.

AM



SR 142/2/13 Councillor Matters

Cllr Duncan advised that he was still in contact with a resident of Tribune Drive who was still experiencing flooding to his garden from the adjacent play area. Also asked if any correspondence had been received following the removal of the grit bin on Antonine Way? Clerk advised that she had written and e-mailed but no reply had been received, to date. Clerk to pursue.

AM

Cllr Fox advised that a resident had complained after having received punctures to his cycle tyres while using the cycle track from St John's Bridge to Junction 44. This thought to have been caused by hedges having been cut and the clippings not removed. Clerk to determine if anything can be done.

AM

Also advised that the road at Newby (that links with the flood defence work) was corroding/dropping away at the sides. Cllr Fox to send pictures, these to be forwarded to Mike Forster, Highways by the Clerk.

MF/AM

Cllr Gordon reported that a resident of The Nurseries had cleared up dog fouling from the village green, near the play area. This having been noted as becoming more frequent. Clerk to insert a notice on the notice board.

AM

SR 143/2/13 Date of Next Meeting The next meeting is scheduled for Wednesday 13th March at 7.30pm in Houghton Church hall. This meeting will be preceded by the Stanwix Rural Parish Meeting at 7:15 p.m.

The meeting closed at 10:00 p.m.



CHAMPMAN

13/3/2013

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 27th February 2013 in Crosby on Eden Village Hall at 7:30 p.m.

SR 144/2/13 Apologies for absence

Apologies received from Cllr Telford & Gordon.

SR 145/2/13 Present

The Chairman, Cllr C Nicholson, Cllrs P Duncan, M Fox, A Lightfoot, H Phillips & Y Robertson.

SR 146/2/13 In Attendance

No members attended.

SR 147/2/13 Declarations of Interest or Requests for Dispensations

No declarations were received.

SR 148/2/13 Public Participation

No members of the public attended the meeting.

SR 149/2/13 Planning Matters

149.1 Applications

12/1049 Knells Farm, Houghton – erection of 2No. dwellings (outline).

Resolved: to comment that issues brought to the attention of Planning Officers in application No. 12/0768 concerning foul & surface water drainage and highway access are repeated, alongside the following additional comments:-

- due to the existence of application No. 12/0768 (still to be determined) the PC has significant reservations that additional houses will create over-intensity of the site;
- would recommend that three parking spaces for each property are provided;
- and would draw Officers attention to the Highways Officers comments submitted.

13/0125 Carlisle Lake District Airport – discharge of conditions 10 (Construction Management Plan); 20 (Liquid Storage Tanks) and 25 (Contamination) of previously approved permission 10/1116.

Resolved: to comment that:-

Condition 10 – Construction Management Plan – it is considered that a duty of care exists to ensure that clear routes and an agreed travel plan are established during the construction phase. It was noted that in the original plan submitted in July 2012 satellite villages around the airport are noted as being in-accessible to construction related traffic. However, this did not include the village of Houghton or the B6264. It is requested that it is stipulated that no construction related traffic is permitted on these roads.

Condition 22 – Nesting Birds and Condition 24 Great Crested Newt Method Statement – it is requested that these are considered as part of the Management Plan.

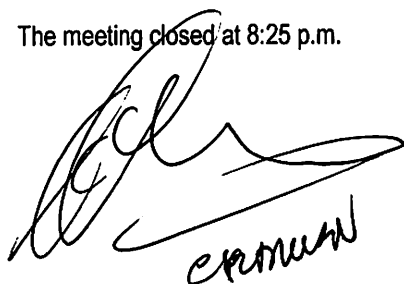
SR 150/2/13 Village Matters

150.1 Crosby on Eden Play Area

A report had been circulated to Cllrs alongside the agenda that determined what play equipment would remain given the agreed budget of £43,000; ways having been explored to further reduce the cost of the project and negotiation having been undertaken with the Ground Works Trust on their fee charged for overseeing the project.

Resolved: Council to contribute a further £10,000 towards the project, a basket swing and climbing unit to be purchased with the funds.

The meeting closed at 8:25 p.m.



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13/03/2013⁴⁹

STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 13th March 2013 in St Johns Church Hall, Houghton at 7:30 p.m.

SR 151/3/13 Apologies for absence

Cllr R Gordon.

SR 152/3/13 Present

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

SR 153/3/13 In Attendance

County Councillor J Mallinson, City Cllrs M Bowman & J Bainbridge.
One member of the public.

SR 154/3/13 Declarations of Interest or Requests for Dispensations

No declarations or requests for dispensations received.

SR 155/3/13 Minutes of the meeting of the Parish Council held on 13th & 27th February 2013

The minutes of the meeting of the Parish Council held on the 13th & 27th February 2013 were approved and signed by the Chairman subject to the following amendment:-
SR 138/2/13 Linstock 30 mph signs, to delete "*that 30 mph signs had still not been erected in Linstock*" and replace with "*progress on the movement of the 30 mph signs to before the motorway bridge was queried*".

Cllr Lightfoot entered at 7:37 p.m.

SR 156/3/13 Public Participation

A resident of Houghton addressed the Council on the following matters:-

- Greenfield Farm application - thanked the City & Parish Councillor's for their support regarding the application, which, following the planning meeting was now subject to a site visit;
- Hadrian's Camp application – advised that he was confused about certain aspects of the outline planning application approved on the 8th March; believing that the consultation period was still open.

Cllrs who attended the site and planning meeting also raised concerns over how the application had been determined, these including:-

- why a 'buffer' stock of housing was considered necessary when the area allocation is now ahead of target;
- why the Health & Safety Executive had not been consulted and how asbestos should be dealt with;
- considered that the decision should be called in for scrutiny; the forty two objection letters seemingly not having been taken into consideration;
- City Cllr J Bainbridge felt that his own comments had made no impact and felt that members of the Development Control Committee may have not had the time to acquaint themselves with all the details of the application;
- that aspects of the application had not been given adequate consideration, i.e. highways issues, the availability of school places and the presence of orchids on the site;
- once the decision had been made, the revised conditions were immediately available. Those present who attended the meeting felt that this did not allow sufficient time for consideration.

It was queried if this application could be re-visited through the Scrutiny Committee. Cllr Bowman advised that this was not the role of the Scrutiny Committee and that the decision in itself cannot be challenged, only the process. Cllr Bainbridge advised that he would support a challenge through the Audit Committee, the Parish Council having until the 22nd

March to formulate a further response. At this point, Cllr Bowman left the room at 7:55 p.m. due to being a member of the Audit Committee.

Agreed: Cllr Nicholson to draft and circulate a further response, for approval, by the Council prior to its submission.

Discussion also took place on if a further public meeting should take place, but it was felt that time constraints made this unfeasible, on this occasion. However, Cllrs are to encourage residents who originally raised objections to the application to write again to the Planning Officer.

Cllr Bowman re-entered the room at 8:02 p.m.

Due to the presence of a member of the public, it was agreed for item 10.1 Houghton village green to be considered.

SR 157/3/13 Houghton Village Green

Notes had been circulated alongside the agenda outlining considerations that should be taken into account; an estimate of fees likely to be incurred, if a solicitor was employed and comments of a drainage engineer who had previously investigated blockages in this area.

Clerk advised that the two drainage engineers approached to provide estimates had declined to submit an estimate, due to the perceived complexity of the work.

Cllr also queried as to if S Splinter had contacted the Clerk, as some success may have been achieved following the roding of the pipe. The Clerk had advised that she would contact him about this.

General discussion followed concerning the ownership of the area and that it is considered that further research is required. Also suggested that a further meeting with residents may be beneficial, in the aim of obtaining anecdotal evidence.

Agreed: Cllr Hamish & Duncan to research the area at the Archives Office.

Cllr Bowman and the member of the public left at 8:20 p.m.

SR 158/3/13 Finance Matters

158.1 Resolved that the following payments be approved:-

NEST – Pension contributions February 2013 – D/D 21/02/13	80.18
A McCallum – Salary £936.87, re-imburements £86.70	1023.57
Cumbria Payroll Services – payroll services for February	16.50
Staples – Stamps & paper	16.49
Printerpal – Printer hire Sept to Feb 2013	211.82
Broxap – Houghton bollards	4821.60
Smiths Gore – Linstock village green rent	10.00
Cumbria in Bloom – Entry fee 2013	25.00
B Hill – Houghton in Bloom Group insurance re-imburement	86.00
St Johns Church – Hall Hire March to May 2013	36.00
Parish Websites Ltd – website hosting and support package 2013	100.00
S Splinter – Tree work	<u>1000.00</u>
Total	<u>7,427.16</u>

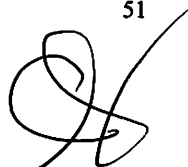
158.2 To note the balances at the bank as at 28th February 2013

Treasurer Account	£ 1,260.34
Money Manager Account	£ 94,161.39
Expenditure to 28/2/13	£ 47,122.55

158.3 Cumbria in Bloom Entry 2013

Consideration was given to the payment of the entry fee to Cumbria in Bloom at a cost of £25.00.

Resolved: Approved.



CN

AM

HP &
PD

158.4 Internal Audit Arrangements 2013/14

Consideration was given to internal audit arrangements, a report and checklist having been circulated alongside the agenda. This included a review of the checks undertaken by the internal auditor; the re-appointment of the internal auditor and levels of fidelity guarantee insurance held on the 1st April 2013.

Resolved: No increase in the levels of fidelity insurance level to be made; internal audit checklist approved and Mrs J Airey appointed as internal auditor for the year 2013/14. The Chairman then signed the statement regarding the effectiveness of the internal audit.

SR 159/3/13 Planning Matters

159.1 Applications

No applications received.

To consider permission notices received:-

10/1116 Carlisle Lake District Airport – granted subject to legal agreement

12/0959, 60, 61 & 63 Walby Hall Farm, Crosby on Eden – extension to existing livestock buildings – granted

12/1001 & 3 East View, Rickerby – demolition of garage and erection of double garage; erection of conservatory together with partial demolition of garden store and extension – granted.

Rural Masterplanning Project – Houghton

The Clerk reported that she had received, that day, a request for the Council's input into the Rural Masterplanning project for Houghton village. The objective of the project being to build a profile of the village; community services available in the village and list facilities available such as schools, shops, village halls, bus routes, etc. The information being required to be used as input into the Local Plan and Strategic Housing Land Availability Assessment for the Parish.

Agreed: Working group of Cllr Nicholson, Duncan, Phillips & Robertson to consider the document when received. This item to be included as an agenda item for the April meeting.

CN, PD
HP, YR

SR 160/3/13 Clerks Report

SR 138/2/13 Trees at the Garth

Clerk reported that an estimate had been received to crown reduce and shape two poplar trees at The Garth totalling £574.00. The area where the trees are situated considered as being 'landlocked' between Carlisle City Council and Riverside Housing, neither party claiming responsibility for the area. A resident of The Garth is concerned that the trees will damage their property if not maintained and considers them to be in a dangerous condition. It was discussed that this area is not considered to be owned or the responsibility of the Parish Council, but should a contribution to the work be considered? Cllr Bainbridge agreed to investigate the matter with Carlisle City Council staff and try to determine ownership.

JB

SR 121.3/1/13 Emergency Plan Update

A review of the emergency plan was still to be undertaken.

Agreed: Cllr Fox to re-visit the plan.

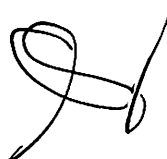
MF

SR 111.1/1/13 Crosby on Eden School Parking

A site meeting had been arranged for Monday 18th February but the Highway Officer failed to attend. Another meeting has been scheduled for Thursday 14th March.

SR 125/1/13 Linstock Village Green - Flooding

Resident written to on the 25th February 2013. Cllr Telford informed Cllrs that the Fire Brigade had drained the pond as a training exercise and used the water to fight a fire at Houghton.



SR 125/1/13 Rickerby – Flooding of road west of the Beeches
Resident written to on the 25th February 2013.

SR126.1/1/13 De-Trunking of A69
See agenda item.

SR 138/2/13 Houghton Drains
Clerk awaiting response.

SR 138/2/13 Linstock 30 mph Signage
Clerk advised that reasons for the extension of the 30 mph zone had been passed on to the Highways Officer. However, it was not thought that the reasons would score highly enough for the matter to be progressed through the Local Committee.

SR 128/1/13 Additional Street Light for The Garth
Clerk awaiting information from Officer.

SR 140.1/2/13 Carlisle SPAA Summer Fun Programme
Dates booked for summer holidays.

SR 140.3/2/13 Houghton Village Green – Drainage
See agenda item.

SR 140.4/2/13 Grass Cutting Contract 2012/13
Clerk written to contractor concerning outstanding payments for 2012.
The new contractor for 2013 had agreed that a site meeting should take place, prior to the first cut being undertaken.
Agreed: Site meeting to be held with Colville Grounds Maintenance at 11:00 a.m. on Thursday 21st March on Houghton village green.

SR 140.6/2/13 Parish Footpaths
Clerk had circulated a summary of possible funding to interested Cllrs, prior to the meeting. Clerk considers that further investigation work is needed before an application is submitted, the grant only being available for new Public Rights of Ways.

SR 141/2/3 Donation for Chris Bagshaw, CALC
Forwarded 15th February 2013.

SR 142/2/13 Removal of Grit Bin – Antonine Way
Clerk awaiting response from Highways Officers.

SR 142/2/13 Cycle Way – St John's Bridge to Junction 4
Clerk awaiting response from Cycling Officer.

SR 142/2/13 Disintegration of Road Surface at Newby
Defect reported and photographs sent to Highways Officer 4th March 2013. No response received, as yet.

SR 161/3/13 Administration & Governance

161.1 Consultations Received and Considered

A response was considered to:

a) Cumbria County Council Travel Strategy

A draft response was circulated with the agenda that included items that the Parish Council considers key priorities, in respect of transport needs and access within the Parish.

Resolved: Clerk to submit the circulated response.

AM



b) Draft Cumbria Minerals & Waste Local Plan 2013-2028

Agreed: no comments considered necessary.

AM

SR 162/3/13 Village Matters

162.1 Houghton Village Green

See earlier item.

162.2 Emergency Boxes

Clerk reported that to replace the perishable items in the emergency boxes would cost approximately £40/box and to replace the radio's, lantern's and torches with 'wind-up' items would cost approximately £65/box. As the total budget for the replacement of goods was currently £50/annum to replace the items would take the Council considerably over budget for the three boxes to be maintained. Clerk also reported that Cllr Alecock had never had the Linstock emergency box and he thought that it had been removed from the village hall and a resident of Rickerby was currently storing it.

Agreed: Emergency box content replacement to be considered alongside the revisiting of the emergency plan.

MF

162.3 Brunstock Lane – Rubbish

A member of the public had reported that rubbish (thought to be thrown out of parked cars) was becoming a problem at Brunstock lane, some of this being items considered to be a health hazard.

Agreed: Cllr Duncan and Phillips to forward photographs and Clerk to try and determine the agency that is responsible for the cleaning of such areas.

AM

SR 163/3/13 Village Matters

163.1 Potential De-trunking of A69 and trunking of the A689

Notes of the joint meeting held between Stanwix Rural, Irthington, Kingmoor, Heathersgill, Scaleby & Walton Parish Councils with Rory Stewart MP and County Cllr J & E Mallinson were circulated. The meeting took place in Crosby on Eden village hall on Saturday 9th March. Highway expert's opinion is that the de-trunking of the A69 is unlikely, due to the existence of maintenance contracts that would need to be nulled/voided. These contracts are due to run for another 27 years and would be very expensive and complex to get out of. Also discussed that the A689 is currently not considered to be of trunk road standard and would not be able to support the amount of traffic without colossal expenditure and not likely to happen in the current economic climate. In conclusion, it is thought that the de-trunking of the A69 will not be financially or legally possible for another 27 years.

SR 164/3/13 Schedule of Correspondence, notices and publications

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

SR 165/3/13 Councillor Matters

Cllr Telford advised that encroachment onto the highway was now visible, following a hedge being cut at Linstock. Clerk to contact Highway Steward to see if this could be cut back.

AM

Cllr Fox advised that United Utilities had removed the old sewage works at Blue Wicket, Crosby in two days.

Cllr Lightfoot reported that he had received a request for an additional litter bin to be placed on the footpath between Tribune Drive and Whiteclosegate, mainly for the disposal of dog fouling. Advised that this could only be done by moving a bin from another area in

the village. This was not thought to be a feasible option as all bins are used, a survey of usage being undertaken last year.

Cllr Duncan advised that himself and Cllr Phillips were planning to walk the footpath from Newby East to Whitrigg Hill on Friday 15th March and invited other Cllrs to join them, if available. Also advised that an additional grit bin had been located on Orchard Lane and requested that the Clerk add this to her records.

AM

Cllr Robertson reported that illegal signage seemed to be becoming more prevalent in the area. Clerk to contact the Enforcement Officer to determine the regulations on advertising boards on the highway and request that he visits Houghton to see the extent of the problem.

AM

SR 166/3/13 Date of Next Meeting The next meeting is scheduled for Wednesday 10th April at 7.30pm in St Johns Church hall, Houghton.

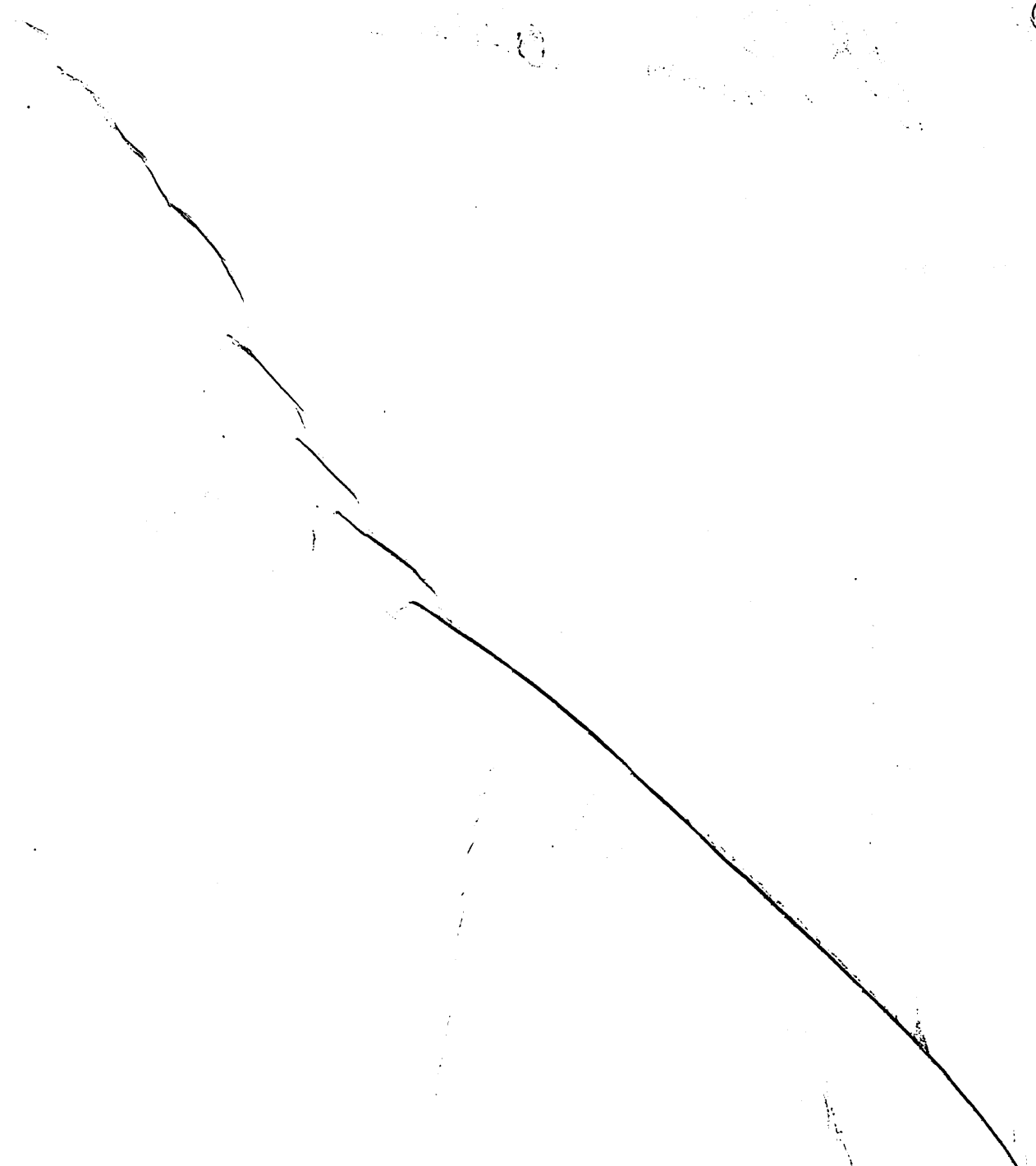
The meeting closed at 9:17 p.m.



CHAMBERLAIN

10/4/2013

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STANWIX RURAL PARISH COUNCIL

Minutes of the Meeting of the Stanwix Rural Parish Council held on
Wednesday 13th ~~March~~ ^{April} 2013 in St Johns Church Hall, Houghton at 7:30 p.m.

SR 167/4/13 Apologies for absence
None received.

SR 168/4/13 Present
The Chairman, Cllr C Nicholson, Cllrs P Duncan, R Gordon, M Fox, A Lightfoot, H Phillips,
Y Robertson & J Telford.

SR 169/4/13 In Attendance
County Councillor J Mallinson, City Cllrs M Bowman & J Bainbridge. 3 members of public.

SR 170/4/13 Declarations of Interest or Requests for Dispensations
Cllr Telford requested and was granted a dispensation to enable her to speak on behalf of
Houghton Guides's grant application;
Cllr Fox declared that he had a personal and a disclosable pecuniary interest in all of the
grant applications;
Cllr Gordon declared a personal interest in the Houghton Scout's grant application.

SR 171/4/13 Minutes of the meeting of the Parish Council held on 13th March 2013
Cllr Nicholson advised that, in his opinion, the minutes should have included under item
156/3/13 - Hadrian's Camp planning application site meeting a reference to a Code of
Conduct issue discussed at the meeting and included in the supplementary response. The
Clerk advised that she had not felt that the inclusion of such comments was usual practice
for the purpose for the minutes and was what she considered, aside or hearsay and is
therefore not usually included. However, this was for the Council to decide. Cllr Nicholson
then requested a vote as to if the minutes should be amended to include the above.
Resolved: Voted (four against, three in favour) that the minutes remain as circulated, no
reference to the Code of Conduct issue being added.
The minutes were then duly approved and signed by the Chairman.

Cllr Nicholson then advised that the supplementary response submitted on the Hadrian's
Camp planning application was unclear and crooked when viewed on the Carlisle City
Council web site and that the Clerk is to request that the Planning Officers up-load it again.

SR 172/4/13 Public Participation
Mr S Hodgson of the 2nd Carlisle Houghton Scout Group addressed the Council concerning
their grant application, their aim being to take members to the Poacher 2013 event, an
international scout and guide camp that is held every four years in Lincolnshire.
Photographs of previous events were circulated and the activities to be undertaken outlined.
Cllr Bainbridge advised that funding may also be available via the Neighbourhood Forum
youth budget.

SR 173/4/13 Finance Matters

173.1 Resolved that the following payments be approved:-

NEST – Pension contributions April 2013 – D/D	80.18
A McCallum – Salary £937.07, re-imburements £85.79	1022.86
Cumbria Payroll Services – payroll services for March	16.50
Staples – Stamps & paper	70.40
HMRC – PAYE & NI Feb to April 2013	704.06
S Splinter – Houghton bollards erection	<u>807.00</u>
Total	<u>2,701.00</u>

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173.2 To note the balances at the bank as at 31st March 2013

Treasurer Account	£ 1,317.68
Money Manager Account	£ 89,106.86
Expenditure to 31/3/13	£ 90,424.54

173.3 To note the receipt of £1087.40 VAT reclaim, £11.88 printing re-charge to Kirkbampton Parish Council, Carlisle Parish Council Association grant of £1335 on behalf of Houghton village hall and a gross interest payment of £11.19.

173.4 Annual Accounts 2013

A copy of the accounts for the financial year 2012/13 had been circulated alongside the agenda.

The Clerk gave a verbal report advising that a total of grant funding towards projects of £19,000 had been received this year, £6,000 of this for the still to be completed Crosby play area. Commented that, in the current climate this was considered more than could have been anticipated. End of year finances indicate that the Council will be entering the next financial year with uncommitted reserves of approximately £39,000.

Resolved: to approve the accounts for 2012/13.

173.5 Parish Council Grants 2013/14

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/bulbs for displays in village - £450 (Section 164);
- 2nd Carlisle Houghton Scout Group - £1,500 towards Poacher 2013 (Section 145);
- Crosby, Irthington & Scaleby Magazine – printing costs - £250 (Section 142);
- Crosby Craft – Costs of making anniversary wall hanging - £256 (Section 145);
- Houghton Guides – Outdoor pursuits badge costs - £500 (Section 145).

Cllr Fox left the room while all the applications were being considered; Cllr Lightfoot left the room while the application for the Houghton Echo was considered; Cllr Telford for Houghton Guides and Cllr Gordon for Houghton Scouts.

173.6 Grants Received

Clerk reported on the success of grant applications recently submitted. These included:-

- Carlisle City Council/CPCA Grants – S.R. P.C. awarded £1,000 towards information boards; Houghton village hall £1,1305 towards rising damp work and Crosby on Eden village hall £1,000 towards the sanding of the main hall and stage.

173.7 Parish Council Computer

Consideration was given to the replacement of the computer used by the Clerk, due to technical problems being experienced.

Agreed: Clerk and Cllr Duncan to determine the specification and suitable cost of a suitable model to the May meeting. Clerk to also approach Kirkbampton Parish Council to determine if they are willing to make a contribution towards these costs.

AM/PD

SR 174/4/13 Planning Matters

174.1 Applications

13/0016 S211 Street Record, Rickerby Court, Rickerby – fell silver birch

Resolved: that 'no observations' be made.

Permission Notices

12/0835 Rickerby Cottage, Rickerby Park, Carlisle – change of use of part of a residential property including part demolition and rebuilding/upgrading of existing swimming pool complex to form a Spa facility, licensed café and restaurant, along with associated parking and amenity space - approved.

The Clerk also reported that a Development Control Committee site meeting was to be held on Wednesday 17th April 2013 at 10:15 a.m. at Greenfield Farm, Houghton (Application No. 12/0845) and advised that the Parish Council had been notified that two Cllrs could attend.

Agreed: Cllr Nicholson and Duncan to attend on behalf of the Parish Council.

CN/PD

174.2 Houghton Rural Masterplanning Project

Clerk advised that a meeting with Zoe Sutton had been arranged for Tuesday 16th April at 1:30 p.m. and Cllrs were requested to suggest a venue for the meeting.

Agreed: Meeting to be held in Houghton village hall, if available.

174.3 12/0610 - Hadrian's Camp Residential Development (Outline)

Consideration was given to if the Parish Councils additional submission should also be sent to the District Auditor & Local Government Ombudsman. Cllr Fox advised that he considered it questionable, at this stage, if the Local Government Ombudsman had any jurisdiction over the matter, believing that the Ombudsman would only become involved after Carlisle City Council had further considered the application and the Parish Councils response.

Agreed: Parish Councils additional planning submission to be forwarded to the District Auditor. Response to be sent to the Local Government Ombudsman, only if the need is considered to have arisen.

AM

SR 175/4/13 Clerks Report

SR 156/3/13 Planning Application No. 12/0610 - Hadrian's Camp Residential Development (Outline)

Additional response submitted 22nd March 2013

SR 158/3/13 Cumbria in Bloom Entry 2013

Entry submitted.

SR 138/2/13 Trees at the Garth

Carlisle City Council have now agreed to carry out the work required on the two large Poplars. Advised that this area of land had fallen outside the land transferred to Riverside in 2002 (but it is agreed that it should have been included at the time) and therefore Carlisle City Council are carrying out the work required as a gesture of goodwill.

Cllr Fox also advised that a bench in the area was considered in dangerous condition. City Cllr J Bainbridge said that he would look to replace the bench from his budget.

JB

Three members of the public left at 8:15 p.m.

SR 121.3/1/13 Emergency Plan Update

Cllr Fox advised that after examination of the last plan produced, that he considered that no plan existed at the moment. Past work indicated that the Crosby plan had been completed but Rickerby, Linstock and Houghton had not been done. Issues exist in where people should congregate in the event of an emergency, what you would need to take out of your home, etc.

Cllr Fox is happy to get the ball rolling again on the formation of valid plans. Cllr Duncan commented that he also thought it would be a good idea to get school governors involved in the process.

MF

SR 111.1/1/13 Crosby on Eden School Parking

Cllr Fox to report on a site meeting held on the 14th March 2013 with the Highways Officer, County Cllr J Mallinson & Cllr Fox. A letter had been sent to parents at Crosby school, but this seemed to have had little effect in changing behaviour, to date. Highways consultation to follow.



SR 138/2/13 Houghton Drains

Clerk reported that she had made no progress on this issue to date but would carry on pursuing.

AM

SR 128/1/13 Additional Street Light for The Garth

Clerk reported that she had made no progress on this issue to date but would carry on pursuing.

AM

SR 142/2/13 Removal of Grit Bin – Antonine Way

Clerk reported on correspondence received from K Walsh, Area Manager, Cumbria Highways. Advised that the bin had been removed following a review of all grit bins last summer, the site at Antonine Way being considered not within the current criteria i.e. not on a bend; steep gradient, road junction, near a school, etc. It was therefore not going to be replaced. In response to the Parish Councils request for additional bins to be placed at Linstock and St Johns Church, this would not be considered, due to reduced budgets.

Agreed: Clerk to obtain estimates to purchase three additional grit bins and the supply/refilling of grit, these to be considered at the April meeting.

AM

SR 142/2/13 Cycle Way – St John's Bridge to Junction 44

Clerk reported that she had, as yet, not received a response from the cycling officer. However, the Clerk had cycled the route herself and found that it now appeared clear of hedge clippings.

SR 142/2/13 Disintegration of Road Surface at Newby

Highways Officer reported that a temporary repair had been instructed and the location added to the permanent carriageway repair scheme. It was hoped that this would be undertaken in the next couple of weeks.

SR 161.1/3/13 Cumbria County Council Travel Strategy

Response submitted.

SR 162.3/3/13 Brunstock Lane – Rubbish

Cllrs Phillips and Duncan had cleared the area but further rubbish had appeared. Area to be monitored further.

SR 165/3/13 Linstock Highway Encroachment

Clerk had circulated an e-mail previously highlighting the problems being experienced by herself with the Highways Hotline and had determined that the Highway Stewards are no longer in operation (despite no information having been circulated via Carlisle City or the County Council to advise of this). Clerk to pursue if this work has been undertaken.

Cllr Mallinson advised that the area had reduced the number of Highway Engineers recently from six to three and further restructuring was due to take place in June.

AM

SR 165/3/13 Houghton Illegal Signage

Clerk reported that the Planning Enforcement officer had visited Houghton and had sent through a list of illegal signage. All highlighted issues were deemed to be the responsibility of the Highways Department and that the Clerk needed to pursue these through them. The Planning Officer had also sent to the Clerk, literature on outdoor advertising and signs, the Clerk reporting that she was willing to copy this for Cllrs if required.

Agreed: Clerk to write to Highways advising of where illegal signage exists and ask for its removal.

AM

Cllrs Mallinson, Bainbridge and Bowman left the meeting at 8:40 p.m.

Linstock Drains – Allen's Development

Clerk reported on a meeting held with Mr J Priddle, Burnetts Solicitors on 3rd April 2013.

Agreed: Cllr Fox to determine new regulations regarding surface water drainage.

MF



SR 176/4/13 Administration & Governance

176.1 Joint Meeting between Carlisle Parish Council Association & Carlisle Rural Support Group

The minutes of the meeting held on the 19th March 2013 had been circulated to Cllrs and no questions were raised.

SR 177/4/13 Village Matters

177.1 Houghton Village Green - Drainage

Cllr Duncan and Phillips reported on their findings following further research. This included that:-

- The houses had been built between 1926-37, this having been determined from maps of the area;
- Parish Council minutes from 1993 recorded that problems were being experienced with the drain, in the area, at that time. Carlisle City Council are recorded in the minutes as having repaired the drain, at no cost to the Parish Council;
- No information has been found as to who put the drain in and it was assumed that it could therefore assume it was Carlisle City Council?

Cllr Duncan also advised that all the houses (No's 1-8) had connected to the drain, except for No. 7.

Cllr Fox advised that more information could perhaps be obtained through examination of the records from Border Rural District Council.

Clerk also reported on the two alternate quotes received.

Agreed: Meeting to be arranged between residents and Parish Council representatives, residents to be asked to bring any deeds that they have for the area and any evidence that they have that determines Parish Council responsibility. Clerk to approach Mr K Poole, Carlisle City Council as to their responsibility.

PD/HP
AM

177.2 Broadband

A report had been circulated on progress since the last meeting held on the 4th November 2012. The report advised that:-

- A requested meeting with British Telecom had been refused, reasons given, that the issue is currently considered 'of a commercially sensitive nature';
- Brunstock & The Knells (recorded previously as having the lowest speeds in the parish) are now live with 'fibre to the cabinet' and have additional speed services available to them – if required;
- Linstock is now the lowest performing area in terms of broadband speed. This is due to it being 1.5 miles from the nearest B.T. exchange;
- Other areas such as Crosby on Eden, Crosby Moor, Park Broom, Rickerby, Walby and Wallhead are considered to have acceptable speeds at an average of 2 Mbps* (Source: SRPC survey);
- No information is currently available as to how B.T./Connecting Cumbria are going to manage the roll-out of high speed broadband, the areas covered or what the criteria for inclusion is going to be.

Cllr Duncan recommended that to try and get Linstock included in the Connecting Cumbria project, it may be beneficial to survey residents to determine if they are willing to pay for super fast broadband. A survey form was circulated for approval.

Resolved: Cllrs Duncan, Gordon & Telford to survey Linstock residents, the survey having been approved.

PD/RG/
JT

177.3 Linstock Zip Wire - Erection

Consideration was given to the erection of a zip-wire on Linstock village green, the item being available at no-cost to the Parish Council. The Clerk reported that planning permission was not required; insurance costs were approximately £80/annum; the Church Commissioners had no problem (in principle) with its erection; dismantling & erection costs estimated as being in the region of £650 and a donation of £100 to the school that are

removing the item.

Resolved: On principle, to accept the offer of the zip-wire, this being subject to a survey of residents adjacent to the village green being undertaken.

PD/RG/
JT

Following a safety inspection, it had been recommended that repairs to the existing play equipment at Linstock were required, these estimated to cost £385.10 + VAT. The Clerk also reported on her dissatisfaction with the current company contracted to carry-out safety inspections and advised that she would investigate sourcing another provider for this service.

Resolved: costs of £385.10 approved.

AM

177.4 Courtesy In Your Community

Cllr Phillips advised on progress with the campaign. A poster competition is to be judged at Houghton School on the 29th April, with the winning design enlarged to poster size. Publicity to the campaign also to be given through the Houghton Echo and The Cumberland News. The Police have now also agreed to give a presentation to the children on safe cycling and parking.

SR 178/4/13 Schedule of Correspondence, notices and publications

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

SR 179/4/13 Councillor Matters

Cllr Duncan advised that he had received a request to replace the tree that had been removed from the village green. Cllr Duncan to determine what species Mr B Hill would recommend and report to the May meeting. Also asked if any response had been received from Highway Officers regarding the parking of vehicles on the grass verges of Houghton Road? The Clerk advised that she would pursue this issue.

AM

Cllr Robertson reported that the lay-by on the A689 was full of litter and was in a disgusting state again, after recently being cleaned-up. Requested that the Parish Council press the City Council for action on the area. Clerk to determine who is responsible for the area.

AM

Cllr Telford advised that Linstock village green had been cut and looked very good.

SR 180/4/13 Date of Next Meeting The next meeting is the Annual General Meeting and is scheduled for Wednesday 8th May at 7.30pm in St Johns Church hall, Houghton.

The meeting closed at 9:50 p.m.



A handwritten signature in black ink, followed by the date '8/5/13' written in a similar style.