

STANWIX RURAL PARISH COUNCIL

**Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 10th May 2017 in the Village Hall, Houghton at 7:30 p.m.**

Present: The Chairman Cllr M Fox, A Coles, A Lightfoot, M Sherriff, and C Nicholson.

In Attendance: City Cllr J Bainbridge, County Cllr J Mallinson and one member of the public.

SR 485/5/17 Election of Chairman for the Council Year 2017/18

Resolved unanimously that Cllr M Fox be elected as Chairman for the Council Year 2017/18. Cllr Fox signed the Declaration of Acceptance of Office.

ACTION

SR 486/5/17 Appointment of Vice-Chairman for the Council Year 2017/18

Resolved unanimously that Cllr C Nicholson be appointed as Vice-Chairman for the Council Year 2017/18.

SR 487/5/17 Apologies for absence

Resolved to receive apologies from Cllrs R Gordon and C Duncan as well as City Cllr M Bowman.

SR 488/5/17 Minutes of the meeting of the Parish Council held on 12th April 2017

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

SR 489/5/17 Requests for Dispensations

No requests for dispensations were received.

SR 490/5/17 Declarations of Interest

Cllr Coles declared an interest in all matters relating to Eden Gate. Cllr Nicholson noted an interest in planning application 17/0353 and it was duly noted that all members would know the applicant.

SR 491/5/17 Public Participation

One member of the public was in attendance to express serious concerns regarding the traveller caravan parked near to St. John's Church in Houghton. He noted concerns regarding the lack of running water, sewage facilities and also dog fouling. He further noted that a fire had been lit in the nearby wood posing a safety risk. Finally he stated that due to the caravan being unattached to a vehicle it was in contravention of law as it was not taxed and also that it was illegal for an occupant to sleep in the caravan on a public highway.

As the matter was raised at the last Council meeting and has been subsequently reported (as noted in the Clerk's report below) it was agreed that the issue will be pursued as a matter of urgency with the local authorities and Police and Crime Commissioner. County Cllr Mallinson will also check on progress.

CLERK

SR 492/5/17 Finance Matters

492.1 Finance/Risk Group Minutes

Resolved to accept recommendations made by the Finance/Risk Group, namely:

- That a second round of grant funding be made available. A provisional budget of £1500 is to be set aside for this but will be reviewed in September prior to the scheme being advertised.
- To accept the quotation for category 2/3 works from Orchard Tree Surgery following satisfactory completion of the category 1 works already assigned to them.

492.2 Clerk's Salary

Resolved: to move the timing of the payment of the Clerk's salary to bring reporting in synchronisation with the correct financial year.

492.3 Internal Audit Report

Resolved: To agree a copy of the internal audit report which had been circulated alongside the agenda.

492.4 Audit Commission Annual Return Governance Statement for the Year Ended

WMAF
14/6/17

31st March 2017

Resolved that the Annual Governance Statement for the Audit Commission Annual Return for the year ended 31 March 2017 be signed by the Chairman.

492.5 Statement of Accounts to Year Ended 31st March 2017

Resolved that the accounts for the year ended 31st March 2017 be approved and that the Chairman be authorised to sign the Annual Return.

492.6 Bank Account

Resolved to pass a minute that an account be opened at the Cumberland Building Society with immediate effect for the purposes of cash banking, primarily for the Houghton Fair. Signatories to be any two of three Councillors (Fox, Coles and Sherriff). The Clerk to be added as a non-authorising signatory for the purposes of reporting.

CLERK

492.7 Insurance 2017/18

Resolved to accept a quotation for the second year in a three year long-term binding insurance policy with Came & Company brokers for £894.20.

492.8 SLCC Membership

Resolved to authorise membership for the Clerk at a cost of £157. The Clerk to seek approval of donations from Hethersgill and Scaleby Parish Council's towards the cost.

492.9 Payments:

Resolved that the following payments be approved:

NEST Pension, May pension	£87.17
Sarah Kyle, April salary and reimbursements	£1193.09
Sarah Kyle, May salary	£1070.53
Cumbria Payroll, April & May payroll	£36.00
Tech4Office, April printing	£19.28
HMRC, April & May PAYE & NI	£405.42
Crosby Parish Hall, rental	£20.00
SLCC, Clerk's Membership	£157.00
J Airey, Internal Audit	£144.10
YPO, Stationery	£22.63
B Hill, Houghton in Bloom Reimbursements	£50.00
Village Sign People, Banners	£90.00
Colville Grounds Maintenance, Grounds Maintenance	£432.00
Came & Company, Insurance	£894.20
CALC, Subs and LCR Review	£362.75
TOTAL	£4,984.17

492.10 **Noted:** balances at bank as at 30 April 2017:

Community Account	£1075.58
Money Manager Account	£102,922.35
Expenditure to 30/04/17	£3,361.05

492.11 Income Received

Noted the receipt of the following income:

- £8 from D Kerr for Houghton Summer Fair
- £40,540 Carlisle City Council for precept (including CTRS Grant)
- £200 from NGN towards Houghton in Bloom
- £27.72 from Houghton Village Hall for reimbursement of the first aid kit contents
- £297.35 from HMRC for VAT refund

SR 493/5/17 Planning Matters

493.1 New Applications

17/0252 Whisperings, Brunstock, Carlisle, CA6 4QG - Erection Of Pitched Roof Over Existing Flat Roof Garage; Erection Of Porch To Front Elevation

Resolved: Although the footprint of the porch will double in area, it remains modest in

relation to the existing building. Recommend determination in accordance with relevant local and national planning and conservation policy.

17/0256 20 Millcroft, Carlisle, CA3 0HX - Single Storey Rear Extension To Provide Extended Bathroom And Bedroom With Ensuite

Resolved: The indicated ridge height of the proposed extension has the potential to cause overshadowing of the neighbouring dwelling to the north, the effect of which would be noticeably increased during the winter months and could be detrimental to the living conditions presently enjoyed by occupants of the neighbouring dwelling. The parish council requests that further thought be given to design in order to address this issue. Other than this the Parish Council recommends determination in accordance with relevant local and national planning and conservation policy.

17/0338 Houghton Hall, Houghton, Carlisle, CA6 4JB - Lower Roof To Rear Porch To Finished Level 150mm Below Stained Glass Window

Resolved: Recommend determination in accordance with relevant local and national planning and conservation policy.

17/0323 Park Broom Lodge, Park Broom, Carlisle, CA6 4QH - Proposed Additional Two Storey Accommodation Consisting Of 6 No Bedrooms With En-Suite, A Social Area With Open Plan Kitchen And Shared Dining Area

Resolved: While the Parish Council applauds the use of sustainable materials in the construction of the proposed building it concerned regarding its proposed final appearance. The proposed utilitarian design, having a ridge height of 7.355 m (i.e. over 24 feet), is felt to be of inappropriate scale, massing and appearance for its location. The parish council advocates 'softening' the scheme to reduce the profile and better facilitate its contextual integration. The Parish Council notes the comments of the Highways Authority but retains further concerns relating to potential safety issues arising from increased patronage and also from construction traffic. Having local knowledge of many 'near misses', the Parish Council requests conditioning to ensure highway safety during construction and advocates the seeking of a contribution, from the developer, toward improvements to the Park Broom junction of the A689.

17/0353 3 The Green, Houghton, Carlisle, CA3 0LN - Proposed Rear Extension To Form Enlarged Kitchen/Dining With Roof Terrace Above

Resolved: The Parish Council is concerned that the proposed 1st floor roof terrace would allow significant overlooking of neighbouring dwellings, to the detriment of their living conditions through loss of privacy. The Parish Council must object to the proposal in its current form and urges amendment removing the proposed roof terrace. It draws the attention of officers and members to conditions in respect of Appn Nos: 16.0808; 17/0087 where consent for such a terrace was refused.

17/0093 Land at Lansdowne Close, Carlisle, CA3 9HN - Erection Of 19No. Dwellings (Revised Application)

Resolved: There does not appear to be any material reason for the Parish Council to change its position from that previously stated in response to this application.

17/0374 42 Jackson Road, Houghton, Carlisle, CA3 0NX - Erection Of Two Storey Side And Front Extension To Provide Dining Kitchen On Ground Floor With 1no. En-Suite Bedroom; Erection Of Front Porch To Provide W.C.

Resolved: Recommend determination in accordance with relevant local and national planning and conservation policy.

493.2 Permission Notices Received:

17/0001COU 27 The Green, Houghton, Carlisle, CA3 0NF - Temporary Change Of Use From A1 (Retail) To A3 (Cafe/Restaurant)

17/0074 The Croft, 143 Houghton Road, Houghton, Carlisle, CA3 0LD - Existing Temporary Classroom And Office Building To Become Permanent With Installation Of Kitchen Area, Together With Cladding Treatments To Existing Elevations And Roof, Including

Upgrade Of Thermal Performance

SR 494/5/17 Clerks Report

In addition to the items covered within the agenda and the Finance/Risk notes, the following items are to report on:

SR 431.2/1/17 Rights of Way

The Clerk has now had contact with the appropriate County Council Officer with regards to determining future liabilities. The Risk Group will take the matter forward in due course.

CLERK

SR 446.3/2/17 Land Registry

Work continues with evidence collation for the Land Registry application. The extent of the land being applied for at Park Broom is also currently being re-evaluated.

CLERK

SR 463.5 Houghton Bus Shelter

Highways have assessed the bus shelter adjacent to The Croft and are considering whether works to improve the area of hard-standing can be considered authorised from their current budget.

SR 464.2 A689 Safety

Cllr Fox had attended a meeting with Gareth Scott of Cumbria Highways. Cllr Fox had left a copy of the Community Plan with Mr Scott and outlined concerns regarding the road safety. Work is to begin with data collation on safety records and the Council are to prioritise concerns. It was noted that some works are planned at the Linstock roundabout following repeated complaints and that work on the footpath in Rickerby has been completed to allow for disabled access. County Cllr Mallinson is to be involved in all future dialogue.

CLERK

It was noted by the local resident that a footpath from Houghton to Houghton Hall garden centre would be beneficial. Signage for the woodland path is to be considered to alert local residents to its existence.

SR 480.1/4/17 Linstock Drainage

There has been no further dialogue with Cumbria County Council regarding the proposed drainage works.

MF/CN/
AC

SR 480.5/4/17 Houghton Street Lighting

Information and costs have been forwarded to the established street lighting working group for consideration. A meeting will be arranged in due course.

SR 480.6/4/17 Application to add a Public Right of Way at Centurions Walk to Houghton Road (Wildlife And Countryside Act 1981 Section 53)

A response to the above was circulated to all Cllrs and subsequently submitted.

SR 474.3/4/17 Houghton In Bloom

The Clerk has confirmed with Mr Hill that the private donor had been thanked in person and did not require a separate Parish Council letter to be sent. The Group did note that they had been given the opportunity to purchase 5,000 crocus corms at a reduced cost in a scheme being promoted by the RHS and Rotary Groups nationally in aid of Polio Charities. They had hoped to join this National scheme at a cost of £95.00 but may need to reconsider in light of the reduced PC grant given to them.

SR475/4/17 17/0001COU 27 The Green Houghton, Carlisle, CA3 0NF

Two minor changes were proposed to the submission sent in regarding the temporary change of use from A1 to A3. The permission notice was issued the day after the PC meeting therefore the changes were not included.

SR478/4/17 Consultation of the draft Cumbria Minerals and Waste Local Plan Main Modifications and Sustainability Appraisal Update

Work is ongoing with regards to a response to the above.

MF/CN

SR482/4/17 Caravan on highway, Houghton

Complaints have been received regarding a caravan near to St. John's Church in Houghton. The Local Authority has been notified.

SR 476/4/17 Defibrillators

The Clerk made contact with both the Houghton defibrillator guardian and the North West Ambulance Service to discuss reports that the defibrillator was used. The pads in the cabinet are unused. A local volunteer is now in place to act as the Linstock defibrillator guardian. Thanks are offered to the volunteer and also to City Cllr Bainbridge for acting as temporary guardian.

SR483/4/17 Linstock Village Green

A risk assessment of both Linstock Village Green and Houghton Village Green, at a combined price of £500, has been authorised to be carried out by the Play Inspection Company. Findings will be reported to a future meeting when received.

Trees Houghton Road

Renewed complaints regarding the overgrown hedge on Houghton Road have been received. It has been established ownership for part of the area is that of Carlisle City Council. Contact has been made and maintenance works undertaken.

Houghton Village Green Skip

A complaint was received regarding a skip that had been placed on the Green. The Clerk contacted the skip company who agreed swift removal.

Carlisle Centurions

Carlisle Centurions have been granted permission to use Houghton Village Green on Saturday 8th July. They have a booking in the Village Hall for the event from 2 pm till 10.00 pm and they will use the Green for a football tournament in the morning. All the teams will be under 10 years of age and we will do football rounders and football golf in the afternoon. The Parish Council's ground maintenance contractor will line a pitch at the Centurion's expense.

SR 495/5/17 Flood Recovery

Cllr Fox noted that all progress had effectively been halted due to purdah for the forthcoming general election. Dialogue was still ongoing regarding the bund proposed for Rickerby and notably with particular regard to highways access.

SR 496/5/17 Administrative Matters

496.1 Appointment of Representatives to Outside Bodies & Appointment of Working Groups/Committees

Resolved to appoint the following representatives to outside bodies:

- Houghton Village Hall Committee – Cllr A Lightfoot.
- Crosby Village Hall Committee – Cllr M Fox
- Brampton & Beyond Community Trust – Cllr M Fox (Trustee)

Also **Resolved** to appoint the following working groups:

- Finance/Risk - Cllrs M Fox, R Gordon, A Lightfoot & C Nicholson
- Planning & Housing - Cllrs M Fox, C Nicholson & relevant ward Councillors
- Personnel - To be called on an ad-hoc basis according to need
- Salary Review - Cllrs M Fox & the Clerk
- Cllr Interview Panel - To be called on an ad-hoc basis
- Complaints/Appeals - Relevant selection based upon nature of complaint/appeal
- Environment & Recreation - Cllrs M Fox & C Duncan
- Highways & Transport - Cllrs M Fox & C Nicholson
- Community Plan - Cllrs M Fox, C Nicholson, M Sherriff & A Coles

496.2 Programme of Meetings

Resolved that all meetings will take place on the second Wednesday of the month, alternating between Crosby Parish Hall and Houghton Village Hall. No meeting is planned for August unless urgent business occurs.

496.3 Summer Play Scheme

Resolved that the summer play schemes will run as in previous years, between the hours of 10am and 3pm at a cost of £5 per child per day.

SR 497/5/17 Village Matters

497.1 Houghton Village Green Drainage

Resolved: To undertake a CCTV survey of the drains adjacent to 1 - 8 The Green at a maximum cost of £320 plus VAT.

A local resident alerted members to the poor drainage on Brunstock Lane, as well as a lack of road sweeping in the winter. It was agreed this was a matter for Cumbria Highways.

497.2 Houghton Speed Radar Assessments

It was noted that Cllrs Coles and Sherriff along with one member of the public had undertaken five sessions with a speed radar gun at two separate locations on Houghton Road. The five sessions had caught in excess of 100 drivers travelling at speeds between 35mph and 45mph. Thanks were offered to the three volunteers.

SR 498/5/17 Highways Matters

498.1 Rickerby Cycle Path

As noted above during the Clerk's report, disabled access onto the footway has now been provided at Rickerby. Thanks were offered to Cllrs Bainbridge and Mallinson for their assistance in this matter.

SR499/5/17 Schedule of Correspondence, notices and publications

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

SR 500/5/17 Councillor Matters

Cllr Coles noted dialogue with Story Homes regarding drainage at Eden Gate. Four gullies had been installed following complaints. He also noted that Carlisle City Council had now carried out maintenance works on their section of hedge on Houghton Road following renewed complaints over the state of it.

Cllrs Bainbridge and Mallinson as well as one local resident left the meeting at 20.44.

Cllr Coles also expressed repeated concerns regarding the lack of 30mph signage on Houghton Road. The reasoning for the lack of repeater signage was explained however it was queried whether the Council could erect some unofficial signs as seen in nearby parishes. The change in traffic volume since the opening of Eden Gate is to be used as evidence for better signage in the area.

Cllr Sherriff requested a letter of thanks and invitation be sent to the local resident who has acted as co-ordinator for the radar gun project.

It was finally noted that Cllr Duncan had sent a letter regarding farm waste on the lonning between Houghton and Kingstown. This matter had been dealt with prior to the meeting by City Cllr Bainbridge.

SR 501/5/17 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Wednesday 14 June 2017 in the Parish Hall, Crosby-on-Eden.

There being no further business, the Chairman closed the meeting at 20.52.

CLERK

CLERK

WMAS
14/6/17

STANWIX RURAL PARISH COUNCIL

Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 14th June 2017 in the Parish Hall, Crosby-on-Eden at 7:30 p.m.

Present: The Chairman Cllr M Fox, A Coles, C Duncan, A Lightfoot, M Sherriff, and C Nicholson.

In Attendance: City Cllrs J Bainbridge and M Bowman. Dr C Savory (see item SR 504/6/17).

SR 502/6/17 Apologies for absence

Resolved to receive apologies from Cllr R Gordon.

SR 503/6/17 Minutes of the meeting of the Parish Council held on 12th April 2017

Resolved to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council. It was noted that 9 speed radar gun sessions had taken place and not 5 as reported at the last meeting.

SR 504/6/17 Co-option of New Councillor

Resolved to co-opt Dr C Savory onto the Parish Council with immediate effect following recommendation by Cllrs Coles and Sherriff. The Declaration of Acceptance of Office was received.

SR 505/6/17 Requests for Dispensations

No requests for dispensations were received.

SR 506/6/17 Declarations of Interest

Cllr Nicholson declared an interest in planning application 17/0353, the applicant being known to him.

SR 507/6/17 Public Participation

City Cllr Bainbridge informed members he had authorised a £100 donation to the Houghton Fair. Thanks were gratefully offered. City Cllr Bowman also offered financial support for any forthcoming projects.

SR 508/6/17 Finance Matters

508.1 Payments:

Resolved that the following payments be approved:

NEST Pension, June pension	£87.17
Sarah Kyle, June salary plus reimbursements	£1,234.37
Cumbria Payroll, June payroll	£18.00
Tech4Office, May printing	£39.18
HMRC, June PAYE & NI	£202.71
Houghton Village Hall, rental May	£10.75
Mr C Pattinson, painting Houghton/Crosby	£180.00
Dieter Wadeson, Houghton Fair	£220.00
Keswick Climbing Wall, Houghton Fair	£500.00
Cash Payment, float, Brampton Band and face painter	£380.00
Air Bounce, Houghton Fair	£374.00
Eden Tray Bakes, Houghton Fair	£135.00
YPO, Houghton Fair	£39.61
Colvilles Grounds Maintenance, grounds works	£1,326.00
Carlisle Centurions, part grant payment	£269.32
B Hill, HIB reimbursements	£216.22
TOTAL	£5,232.83

508.2 Noted: balances at bank as at 31 May 2017:

Community Account	£1,109.41
Money Manager Account	£98,219.70
Expenditure to 31/05/17	£8,345.22

508.3 Income Received

Noted the receipt of the following income:

- £9 Hethersgill Parish Council (SLCC membership contribution)

- £9 Scaleby Parish Council (SLCC membership contribution)
- £6.20 HSBC (Bank interest)

SR 509/6/17 Planning Matters

509.1 New Applications

17/0353 3 The Green, Houghton, Carlisle, CA3 0LN - Proposed Rear Extension To Form Enlarged Kitchen/Dining With Roof Terrace Above

Resolved: The parish council notes that the first floor terrace and timber screen, which formed part of the original application, is no longer proposed being replaced by a conventional flat roof and lantern skylight. The parish council is therefore able to withdraw its former objection to this application. Dwellings do, however, change ownership and the parish council therefore requests conditioning, to ensure that the flat roof may never, at some future time, be used for any recreational or amenity purpose.

17/0502 82 Longlands Road, Carlisle, CA3 9AF - Two Storey Rear Extension To Provide Extended Kitchen/Living Accommodation And Utility Room On Ground Floor, With 1no. En-Suite Bathroom To Existing Bedroom, 1no. Bedroom And 1no. Bathroom Above (Revised Application)

Resolved: No objections. Recommend determination in accordance with local and national planning and conservation policy and guidance.

509.2 Permission Notices Received:

17/0080 Land at Knells Cottages, The Knells, Houghton, Carlisle - Erection Of 1no. Agricultural Workers Dwelling (Outline)

17/0252 Whisperings, Brunstock, Carlisle, CA6 4QG - Erection Of Pitched Roof Over Existing Flat Roof Garage; Erection Of Replacement Porch To Front Elevation (Part Retrospective)

It was noted that no decision report has ever been obtained for planning application 16/0097. City Cllr Bainbridge will investigate and report back to the Clerk.

SR 510/6/17 Clerks Report

In addition to the items covered on the agenda, the following items were reported:

SR482/4/17 Caravan on highway, Houghton

Complaints received regarding the above we reported again to the City/County Council for further action as necessary. The caravan was subsequently moved however it was noted that 2 further caravans are located in the parish, one being long-term.

SR 497.1/5/17 Houghton Village Green Drainage

The investigations into the drainage will take place during early June.

SR 492.6/5/17 Bank Account

A current account has been opened at the Cumberland Building Society.

SR 494.2/5/17 Signage

The Clerk has been in discussions with the Rights of Way Officer regarding the request for signage from Houghton to Houghton Hall. Investigations are progressing into whether any signage was required as part of the original planning/conditioning requirements.

Linstock Village Green

A complaint was received regarding parking on the above. Investigations have shown that the excessive parking on the Green was due to a Walking for Health group using the location as a base and will therefore not occur again frequently. A recently placed sign on the Green is to be moved to a more prominent location to deter visitors from parking on the grass. City Cllrs Bowman and Bainbridge are to speak with the Walking for Health team to ask them to liaise with Parish Councils in the future to try and prevent such occurrences.

Public bridleway Brunstock to Houghton

A complaint regarding the length of the grass at the above has been passed onto the relevant authorities.

Houghton Fair 1st July 2017

Arrangements are now well under way for the Houghton Fair on 1st July 2017. Volunteers are requested from the Council to help set up the Hall at 5.30pm on Friday 30th June. The Fair will commence at 1pm.

ALL

SR 511/6/17 Flood Recovery

Cllr Fox informed members that the Environment Agency had published a g-map outlining resilience options. He stated it was a helpful document consisting of positive options, such as upstream storage and the management of water flow. Consultation will begin in July for residents. The proposals map will be circulated locally. A meeting, with City Council member involvement, is to be held on 3 July which will go into more details and strategy. The bunding for Rickerby also remains on the agenda. Proposals for the Derwent, Kent and Eden catchment areas have also been released.

It was also noted that no response had been received to unofficial bunding around some private properties however Cllr Fox will pursue.

MF

SR 512/6/17 Administrative Matters

512.1 Community Action Plan

A re-formatted action plan had been circulated alongside the agenda for consideration and was updated for re-circulation and review in September. Consideration is to be given to how to progress ideas for the common land in Brunstock. Alongside ongoing work regarding the A689, speeding in Houghton and street lighting, investigations into the establishment of a youth council will also begin; City Cllr Bainbridge will speak to the lead of the City Council youth council for assistance.

CN/CD

512.2 Street Trading Policy Consultation

Serious concerns were raised at the above which had been received earlier on the morning of the meeting, despite being published in April and with a deadline of 19 June. Concerns were also raised about a lack of clarity and information in the document. A response will be submitted before the deadline on behalf of the Council. Cllr Nicholson will also respond on behalf of the CPCA.

MF

SR 513/6/17 Village Matters

513.1 Houghton Street Lighting

Cllrs Fox, Nicholson and Coles had met to discuss the above and consider options, including consideration of the suggested capital and revenue costs. Clarification of numerous points had been requested from Cumbria County Council and the matter will be fully discussed at the July meeting.

513.2 Houghton Play Area Project

It was noted that, as part of the Eden Gate planning application, a play area was to be provided and that the original goal was to refurbish the Tribune Drive play area and create a joining walkway. Due to complications in negotiations this aim had not progressed (min. SR117.3/1/15 refers). Members all however agreed that it was an opportune time to revisit the proposal and to try and seek collaboration with Story Homes and Carlisle City Council. The matter will be progressed as a priority including consultation with the Police regarding any connecting pathway.

MF

513.3 Crosby Bus Shelter

Resolved to stain the above at a cost of £200.

SR 514/6/17 Schedule of Correspondence, notices and publications

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

SR 515/6/17 Councillor Matters

Cllr Duncan noted that damage has been sustained to the goal posts in Houghton. Cllrs Nicholson and Duncan are to investigate whether any recompense can be obtained for potential repairs. Cllr Duncan also noted ongoing concerns regarding fly-tipping and vermin in Houghton.

CN/CD

Cllr Coles noted he had written to County Cllr J Mallinson regarding both the bus stops at Eden Gate and the poor road surface connecting Eden Gate to the village. He also queried when the bistro in Houghton was due to open and whether further consideration was to be given to parking signage. Any developments with the premises are to be notified to the Clerk.

Cllr Fox reported a restricted footpath in Green Lane, Crosby. This will be reported to the footpaths officer.

MF

SR 516/6/17 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Wednesday 12 July 2017 in the Village Hall, Houghton.

There being no further business, the Chairman closed the meeting at 20.49.

WMA57
30/6/2017

STANWIX RURAL PARISH COUNCIL

**Minutes of a Meeting of Stanwix Rural Parish Council held on
Friday 30th June 2017 in the Village Hall, Houghton at 5:30 p.m.**

Present: The Chairman Cllr M Fox, A Coles, C Duncan, A Lightfoot, M Sherriff, C Savory and C Nicholson.

SR 517/6/17 Apologies for absence

Resolved to receive apologies from Cllr R Gordon.

SR 518/6/17 Minutes of the meeting of the Parish Council held on 14th June 2017

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

SR 519/6/17 Requests for Dispensations

No requests for dispensations were received.

SR 520/6/17 Declarations of Interest

No declarations were made although it was noted that the committee members of Carlisle Centurions would be known to all councillors.

SR 521/6/17 Public Participation

No members of the public were in attendance.

SR 522/6/17 Administrative Matters

522.1 Carlisle Centurions Gala Day 8 July 2017

It was noted that a change to the permissions granted at the May meeting had been requested, with the format for the above day changing significantly. The Finance/Risk Group had met to discuss the issues arising and recommended permission be granted on the strict understanding of the following:

- A satisfactory risk assessment is provided to the Parish Council in advance of the event
- A copy of Carlisle Centurions public liability is provided to the Parish Council in advance of the event
- All events take place only during the stated times of 3pm to 6pm and all equipment/litter is removed from the Village Green as soon as possible afterwards
- The bar tent mentioned is subject to the same time constraints as above and must only be open and serving alcohol between the hours of 3pm and 6pm. Any TEN applied for must reflect these hours and the sale of alcohol must cease strictly at 6pm.

Resolved: To ratify the decision of the Risk Group and request all documents requested be provided to the Parish Clerk by 12 noon on Thursday 6th July 2017.

SR 523/6/17 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Wednesday 12 July 2017 in the Village Hall, Houghton.

There being no further business, the Chairman closed the meeting at 17.59.

WMA/R

32/7/17

STANWIX RURAL PARISH COUNCIL

Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 12th July 2017 in the Village Hall, Houghton at 7:30 p.m.

Present: The Chairman Cllr M Fox, A Coles, C Duncan, R Gordon, C Savory and C Nicholson.

In Attendance: City Cllrs J Bainbridge & M Bowman. County Cllr J Mallinson.

ACTION

SR 524/7/17 Apologies for absence

Resolved to receive apologies from Cllr A Lightfoot.

SR 524/7/17 Minutes of the meeting of the Parish Council held on 30th June 2017

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

SR 525/7/17 Requests for Dispensations

No requests for dispensations were received.

SR 526/7/17 Declarations of Interest

Cllr Duncan declared an interest in item 530/7/17 (Land at Orchard Gardens). Cllr Coles declared an interest in item 530/7/17 (Tribune Drive Play Area).

SR 527/7/17 Public Participation

No members of the public were in attendance.

SR 528/7/17 Financial Matters

528.1 Payments:

Resolved that the following payments be approved:

NEST Pension, July pension	£87.17
NEST Pension, August pension	£87.17
Sarah Kyle, July salary plus reimbursements	£1,227.28
Sarah Kyle, August salary	£1070.53
Cumbria Payroll, July payroll	£18.00
Tech4Office, June printing	£26.74
HMRC, July PAYE & NI	£202.71
Crosby Parish Hall, rental June	£40.00
Houghton Village Hall, Rental June	£8.60
Play Inspection Company, Operational Inspections/Risk Assessments	£840.00
YPO, Stationery	£5.01
Colvilles Grounds Maintenance, Grounds Maintenance	£1,129.20
TOTAL	£4,742.41

528.2 Noted: balances at bank as at 30 June 2017:

Community Account	£339.53
Money Manager Account	£93,925.90
Cash Account	£1.00
Expenditure to 30/06/17	£13,577.60

528.3 Income Received

Noted the receipt of the following income:

- £30 Houghton In Bloom donations
- £1904.50 Houghton Fair cash income from day (including repayment of float)
- £8 Houghton Fair stall pre-payment

A £15 donation towards the Houghton Fair from Susan Aglionby is also expected.

City Cllr J Bainbridge entered the meeting at 19.36

528.4 Quarterly Monitoring Report

A report on income and expenditure for the period 1st April to 30th June 2017 was circulated alongside the agenda and **noted**. No significant variances to any budget headings were reported on, although it was confirmed that the salary payments would be higher due to the change in payment dates.

528.5 August Payments

Consideration was given as to arrangements for payments during August when no meeting is scheduled to take place.

Resolved: To defer all non-urgent payments until September. Any urgent payments will be authorised via email by the Finance/Risk group, paid by BACS and be ratified at the next meeting.

SR 529/7/17 Planning Matters

529.1 New Applications

17/0501 Linstock Cottage, Linstock, Carlisle, CA6 4PY - Single Storey Rear Extension To Provide Kitchen/Living Accommodation And Utility Room; First Floor Rear Extension To Provide 1no. Bathroom

Resolved: Recommend determination in accordance with local and national planning and conservation policy and guidance.

17/0544 Land east of Village Green, Brunstock, Carlisle, CA6 4QG - Erection Of 1No. Dwelling (Revised Application)

Resolved: The Parish Council to direct officers attention to previous comments and objections cited regarding the previously refused application 15/0098, namely:

- The addition of another bungalow results in the small site being considered over-developed;
- concerns over the planned access/exit to the site - see application No. 15/0117 condition variation;
- concerns exist on the effect that further development of the site may have on surface water drainage. The reed bed appearing to have been reduced not increased in size;
- the affect that this may have on the village pond and village green that lies directly adjacent to the site - which is very wet throughout many months of the year.

Also to note the reasons behind the previous refusal, namely:

1. Reason: The application relates to a triangular shaped site of approximately 560 square metres, prominently located at the entrance to the village of Brunstock immediately adjacent to another development of three dwellings set within relatively large curtilages. The siting of the dwelling due to the application sites restricted size, shape and depth would result in an awkward juxtaposition with the adjacent development in a prominent location at the entrance to the village of Brunstock. Any development in the manner proposed would appear cramped and as over development in the context of the development immediately adjacent to the site and within the area as a whole. The application is therefore contrary to the objectives of criteria 1 and 4 of Policy CP5 (Design) of the Carlisle District Local Plan 2001-2016.

17/0531 Land at Knells Cottages, The Knells, Houghton, Carlisle, CA6 4JH - Erection Of 1no. Agricultural Workers Dwelling (Reserved Matters Application Pursuant To Outline Approval 17/0080)

Resolved: Recommend determination in accordance with local and national planning and guidance. Also recommend that conditioning be applied to ensure the dwelling can only be used for agricultural workers and cannot be sold on the open market.

17/0480 Land at Greymoor Hill, Kingstown Road, Kingstown, Carlisle - Erection of 172No. Dwellings (Approval of Reserved matters Pursuant to Outline Permission 14/0761)

Resolved: To reiterate previous comments/objections made in respect of application 14/0761, namely:

- The size and scale of the development is considered excessive;
- access to a possible adjacent site would be through this site - leading to another site as large or larger than this proposal also being developed;
- the development intrudes into open countryside and green space, which should be preserved for residential amenity;
- concerns over existing highway infrastructure capacity exists and the additional traffic that the development would bring to Scotland Road;
- concerns over highway access and exit to the site from the busy A7, at a point where a single carriageway becomes dual and traffic management is currently via lights and filters;
- the proximity of the site to the course of the Roman Road, an area considered to be of archaeological importance;
- the provision of adequate primary school provision, a shortage being currently evidenced in the area;
- the site is poorly drained as are the adjacent fields. Improved drainage for surface water and sewage provision is considered essential.

To also note the constraint outlined by the City Council on its website in respect of (policy T4) of the Carlisle District Local Plan 2001 – 2016 and supports the view that proposal would constrain the area available for provision of a much required Park and Ride terminus.

Furthermore to inform the LPA that since the granting of outline consent, the Council has become aware of the possible presence of a Foot and Mouth burial pit somewhere on the proposed site and which may have the potential to seriously prejudice the proposed development.

17/0036/S211 Rickerby Lodge, Rickerby Mews, Rickerby, Carlisle, CA3 9AA - Removal Of Trees And Associated Tree Works

Resolved: To recommend that the reasons for the felling of a significant number of yew trees be investigated before any permissions are considered. No comments to be submitted on the felling or pruning of other tree varieties applied for in the application.

529.2 Permission Notices Received:

17/0353 3 The Green, Houghton, Carlisle, CA3 0LN - Proposed Single Storey Rear Extension To Form Enlarged Kitchen/Dining Room

17/0374 42 Jackson Road, Houghton, Carlisle, CA3 0NX - Erection Of Two Storey Side And Front Extension To Provide Porch, Dining And Kitchen Area On Ground Floor With 1no. En-Suite Bedroom On First Floor

16/0597 Land at Orchard Gardens, Houghton, Carlisle, CA3 0LH - Erection Of 4no. Bungalows

Cllr Duncan noted that concerns remained over traffic and drainage. Cllr Nicholson noted that new drainage maps had been unearthed as part of this application that he was continuing to investigate as they may prove beneficial to understanding of the Green drainage issues.

17/0323 Park Broom Lodge, Park Broom, Carlisle, CA6 4QH - Proposed Additional Two Storey Accommodation Consisting Of 6 No Bedrooms With En-Suite, A Social Area With Open Plan Kitchen And Shared Dining Area.

SR 530/7/17 Clerk's Report

In addition to the items covered within the agenda, the following items were reported on:

Orchard Lane, Houghton

Further complaints were received regarding the agricultural waste located on the above. City Cllr Bainbridge reported to the Clerk that the car and some other material which had been adjacent to it

has been removed but there is still a significant quantity of silage wrapping etc. which remains in situ. The issue is not considered to be a public health issue and has been referred to the City Councils Clean Neighborhoods and Environment Team for further action. Cllr Duncan noted that significant efforts are being made by the farmer and progress is evident.

Tribune Drive Play Area, Houghton

City Cllr Bainbridge has informed the Clerk that discussions are progressing regarding the Section 106 agreement with regards to the above. It was noted that a suggestion had been made as to whether the Parish Council would potentially consider the adoption of any upgraded play area; this could be considered in due course if any agreement is reached between Story Homes and Carlisle City Council.

An email from a resident was received noting numerous safety concerns in the Tribune Drive park. These have been sent directly to the City Council for action.

Youth Council

Contact has been made with an appropriate contact in the City Council, with thanks to City Cllr Bainbridge. Details have been forwarded to Cllr Nicholson for action alongside Cllr Duncan.

Centurions Walk, Houghton

A complaint has been received regarding the surface at the above. This has been forwarded to City Cllrs Bainbridge and Bowman for response and was raised under Cllr Matters (refer to min 535/7/17).

Land Registry

Work is progressing with the above application. The Vice-Chair and Clerk had met with the solicitors and work remains ongoing.

CLERK

Street Lighting, Houghton

No response from the County Council has yet been received to queries regarding a potential improvement scheme. The working group will take forward the matter during the summer break.

CLERK

Tribune Drive Bus Shelter

No response from the County Council has yet been received to a request to install a hard standing at the above.

CLERK

SR 531/7/17 Flood Recovery

A report, highlighting the key points from a meeting held between the Environment Agency and local parties on 3 July had been circulated prior to the meeting and was noted. Cllr Fox reiterated that progress continued to be slow, explanations lacking and evidence of any strategy to be meagre. He also informed members that sadly, £25m of funding set aside for Carlisle was not ring fenced including the £1.2m for Rickerby flood defence schemes, which had not satisfied the necessary cost/benefit analysis.

Cllr Fox emphasised that concerns existed regarding the parish and surrounding areas and queried the lack of strategic approach and a funding process that did not support projects in smaller communities. The Parish Council supported this view and agreed support for the local flood groups in their efforts.

Cllr Gordon entered the meeting at 20.03.

SR 532/7/17 Administrative Matters

532.1 Councillor Resignation

It was noted that Mike Sherriff had resigned following the last Parish Council meeting. It is hoped he will continue to assist with the speed radar initiative. The Clerk will write on behalf of the Council to Mr Sherriff to express sincere thanks for his service. It was agreed a recruitment drive for new Councillors is required.

CLERK

WMAF
13/9/17

532.2 Village Hall Reports

Houghton

No report was available due to Cllr Lightfoot being absent. A report will be given at the October meeting.

Crosby on Eden

Cllr Fox noted that activities were almost back to normal and that the Hall Committee was increasing advertising through a new website and notice boards. Deeds for the Hall were also being reconstituted.

SR 533/7/17 Village Matters

533.1 Play Inspection Reports

Reports from both the Linstock and Crosby play areas had been circulated prior to the meeting, as well as a report on the Houghton goal post area. A number of minor low risk items had been identified and the Clerk was seeking quotations for these works from the grounds maintenance providers. During the inspection however the see-saw at Linstock had been condemned and required urgent repair or replacement. Quotations had been obtained for both testing the level of rot in the timber as well as full replacement. Further information gathering was required before a decision could be taken as to the best way forward.

Resolved: The Finance/Risk group to consider the maintenance issues prior to the September meeting.

CLERK

533.2 Village Green Risk Assessment Reports

Risk assessment reports for both Linstock and Houghton village greens had been carried out and circulated prior to the meeting. The reports show that both sites are considered low risk and that equipment is adequately placed for safety on both Greens, with a 20m buffer zone between each goal post to the roadside required. A suggestion to replace the Houghton goal posts with junior goals was made and this will be considered at a later date when other play area issues are resolved.

533.2 Houghton Fair 2017

A report detailing income and expenditure, alongside a critique of the event had been circulated alongside the agenda and was noted. Thanks were offered to the Clerk for her planning and organisation. A profit of approximately £720 (outstanding invoices dependent) had been made on the day and it was agreed that this forms a good starting budget for any event held during 2018. Cllrs were asked to consider a donation to the three main groups for their assistance at the event.

Resolved: To donate £50 to each of the Rainbows, Scouts and Church as a thank you for the invaluable assistance provided for the full duration of the Fair.

CLERK

SR 534/7/17 Schedule of Correspondence, Notices and Publications

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

SR 535/7/17 Councillor Matters

Cllr Nicholson noted that correspondence had been received regarding the poor road surface at Centurions Walk/Hadrian's Gardens. The background to the issue was explained by City Cllrs Bainbridge and Bowman and County Cllr J Mallinson. It was noted that as the road is not adopted, all maintenance is the responsibility of the residents and cooperation between them would be required to progress. If such cooperation could be achieved, the County Council may be willing to advise as to the best scheme possible and provide advice on costings although it was noted that rules have been amended that prevent the use of County Cllrs funds on unadopted road schemes. It is also to be suggested that residents may find it useful to seek legal advice on the potential householder liabilities faced in case of damage to motorists and their vehicles caused by the poor state of the road as each householder is responsible for the road in front of their property in the case of unadopted roads.

CLERK

Cllr Nicholson also noted thanks, passed on from a resident, to the Council and Clerk for the success of the Houghton Fair.

Cllr Coles requested an update regarding the Centurions Gala Day (min SR 522.1/6/17 refers). It was noted that all required documents had been received in time by the Clerk and that the day itself had been a great success, with the expectation that it will be repeated in 2018.

SR 536/7/17 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Wednesday 13 September 2017 in the Parish Hall, Crosby-on-Eden. Cllr Savory submitted apologies in advance.

There being no further business, the Chairman closed the meeting at 21.01.

WMA/R
13/9/17

STANWIX RURAL PARISH COUNCIL

**Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 13th September 2017 in the Parish Hall, Crosby-on-Eden at 7:30 p.m.**

Present: The Chairman Cllr M Fox, A Coles, C Duncan, A Lightfoot, R Gordon and C Nicholson.

In Attendance: City Cllrs J Bainbridge & M Bowman. County Cllr J Mallinson. Four members of the public.

ACTION

SR 537/9/17 Apologies for absence

Resolved to receive apologies from Cllr C Savory.

SR 538/9/17 Minutes of the meeting of the Parish Council held on 12th July 2017

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

SR 539/9/17 Requests for Dispensations

No requests for dispensations were received.

SR 540/9/17 Declarations of Interest

Cllr Coles declared an interest in item 543.5 (application 17/0728 Tribune Drive Play Area) being a resident of Eden Gate. Cllr Duncan declared an interest in item 542.6 (Tidy Garden scheme) due to being an organising member.

SR 541/9/17 Public Participation

Two members of the public were in attendance to provide information relating to planning application 17/0723. Mr Hill outlined the reasons for the application, namely requiring the three special evenings (Christmas Eve, New Years Eve and Valentines Day) for commercial reasons and daytime trading, specifically for private functions. Mr Hill noted previous issues with the Village Hall Management Committee as well as reassured members regarding previous concerns over parking, noise and smells. He confirmed he will endeavour to move the waste bins currently situated at the front of the restaurant to his yard. Following the public representation, Cllrs discussed the application (see 543.2). Both members of the public left the meeting following the conclusion of this item.

County Cllr Mallinson arrived at 19.42. City Cllr Bainbridge arrived at 19.57.

Two further members of the public were in attendance to consider the Linstock Noise Survey. They noted thanks to the Parish Council for their assistance and offered to speak to the surveyor regarding the lack of information provided specific to Houghton and Brunstock.

Cllrs noted that the report confirmed previous findings that the noise levels in Linstock were unacceptable and detrimental to public health. It was agreed that as the survey was carried out under ideal weather conditions, the level of noise in wet weather would be even more intolerable.

It was **resolved** to progress the matter with the appropriate authorities (see item 548.2). Both members of the public left the meeting following the closure of public participation.

SK

SR 542/9/17 Financial Matters

542.1 Payments:

Resolved that the following payments be approved:

Rhythm Audio, Houghton Fair equipment	£132.00
Cumbria Software Systems, PC repairs	£129.60
Timberplay, Linstock play area spares	£56.04
NEST Pension, September pension	£87.17
Sarah Kyle, September salary plus reimbursements	£1,229.10
Cumbria Payroll, August and September payroll	£36.00
Tech4Office, August and September printing	£44.79

HMRC, August and September PAYE & NI	£405.42
Crosby Parish Hall, rental July/August	£140.00
Houghton Village Hall, rental July/August	£163.10
SH Electrical, Linstock defibrillator installation	£567.32
Houghton Church Parochial Fund, Houghton Fair donation	£50.00
1st Houghton Rainbows, Houghton Fair donation	£50.00
2nd Houghton Scouts, Houghton Fair donation	£50.00
1st Houghton Rainbows, grant payment	£150.00
Steve Splinter, Linstock Green maintenance	£75.00
BDO, audit	£360.00
RF Angus, drainage investigations, Houghton	£384.00
Colvilles Grounds Maintenance, Grounds Maintenance	£1,249.20
CALC, village green training course	£75.00
Hamish Phillips, website hosting	£120.00
Carlisle Centurions, grant payment	£230.68
C Duncan, Tidy Gardens Scheme	£60.00
GLL, Summer Play Scheme	£2,400.00
B Hill, Houghton in Bloom Reimbursements	£101.88
TOTAL	£8,346.30

542.2 Noted: balances at bank as at 31 August 2017:

Community Account	£475.02
Money Manager Account	£89,462.64
Cash Account	£1,920.50
Expenditure to 31/08/17	£18,581.61

542.3 Income Received

Noted the receipt of the following income:

- £15.00 Susan Aglionby (Houghton Fair donation)
- £100.00 Carlisle City Council (Houghton Fair donation)
- £711.74 HMRC (VAT Refund)
- £47.60 Houghton in Bloom (Houghton Fair Income)
- £25.00 Scaleyby Parish Council (Donation towards Village Green Training Course)

542.4 Finance/Risk Group

Resolved to accept the notes of the above meeting held on 15 August 2017. All matters listed were on the agenda proper for further consideration.

542.5 Audit Commission

Resolved to note and accept the successful completion of the external auditor 2016/17. Also **resolved** to note the display of the conclusion of notice of audit on both notice boards and website from 7 September 2017.

542.6 Tidy Gardens Scheme

Resolved to donate £60 towards the above incentive scheme in Houghton towards presentation costs.

SR 543/9/17 Planning Matters

543.1 Ratification of Decisions Taken Prior to Meeting

17/0629 2 Eden Mews, Green Lane, Crosby on Eden, Carlisle, CA6 4RB - Installation Of Flood Defence Barriers To Front And Back Doors (LBC)

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0670 Land to the north east of, Windsor Way, Carlisle - Variation Of Condition 2 (Approved Documents) Of Previously Approved Application 14/0778 To Amend The Site Layout Of The North Western Area And Plot 01 Due To A Gas Main

WMAF
11/10/17

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0677 3 Green Lane, Houghton, Carlisle, CA3 0NT - Erection Of New Front Entrance Porch

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0703 Land to the north east of, Windsor Way, Carlisle - Display Of 1no. Flag Pole & 1no. Freestanding Sign (Both Non-Illuminated)

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0702 Land to the north east of, Windsor Way, Carlisle - Erection Of Temporary Sales Cabin Until January 2018 With Associated Works

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0597 Edensteads, Crosby on Eden, Carlisle, CA6 4QN - Installation Of Flood Defence Barriers To Certain Doors At Property (LBC)

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0677 3 Green Lane, Houghton, Carlisle, CA3 0NT - Erection Of A Replacement Front Entrance Porch and A Replacement Rear Conservatory

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

543.2 New Applications

17/0723 27 The Green, Houghton, Carlisle, CA3 0NF - Proposed Amendment To Opening Hours Of Restaurant: 12:00-17:00 Sunday To Wednesday; 12:00 To 23:00 Thursday To Saturday; 3no. Special Occasions (Valentine's Day 17:00 To 23:00; Christmas Eve 17:00 To 23:00 And New Years Eve 17:00 To 01:00)

This item was considered during public participation. A commitment by the owner to relocate his waste bins was noted and accepted.

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0713 Wensleydale, Tarraby, Carlisle, CA3 0JS - Erection Of Single Storey Rear Extension To Provide Sunroom

Resolved: The Parish Council object on the grounds that the proposed balcony will allow significant overlooking of the neighbouring dwelling, to the detriment of the occupants living conditions through loss of privacy and the occupants of any neighbouring dwelling approved under appn. no 15/0179. The Parish Council draws the attention of Officers and Members to conditions in respect of appn no's: 16/0808, 17/0087 and 17/0353 where consent for such a balcony/terrace was refused and seeks conditioning to ensure prohibition of the use of the proposed flat roof as a balcony or any other form of leisure or amenity area, to ensure that the proposed development does not adversely affect the amenity of adjacent residential properties through overlooking and subsequent loss of privacy.

17/0069/S211 Tarraby Common, Tarraby, Carlisle - Work To Trees In Tarraby Conservation Area

For information only as Parish Council application.

543.3 Permission Notices Received:

17/050282 Longlands Road, Carlisle, CA3 9AF - Two Storey Rear Extension To Provide Extended Kitchen/Living Room And Utility Room On The Ground Floor, With 3no. Bathrooms

Above (Revised Application)

16/0577 Holme Park, Crosby on Eden, Carlisle, CA6 4RA - Erection Of Replacement Dwelling

16/0097 Land adj Croft House, Brunstock, Carlisle, CA6 4QG - Erection Of Dwellings (Outline)

17/0531 Land at Knells Cottages, The Knells, Houghton, Carlisle, CA6 4JH - Erection Of 1no. Dwelling (Reserved Matters For Layout, Scale, Appearance, Access And Landscaping); And Information Submitted To Discharge Conditions 5 (Materials); 6 (Hard Surface Details); 7 (Surface Water Drainage Scheme); 8 (Drainage Management Scheme); 9 (Foul Drainage); 10 (Hard Surface Details); 11 (Boundary Details); 12 (Service Infrastructure); 13 (Landscaping Scheme); 16 (Parking For Construction Vehicles) And 17 (Hedgerow Protective Fencing) Pursuant To Outline Permission 17/0080

17/0501 Linstock Cottage, Linstock, Carlisle, CA6 4PY - Single Storey Rear Extension To Provide Kitchen/Living Accommodation And Utility Room; First Floor Rear Extension To Provide 1no. Bathroom

17/0544 Land east of Village Green, Brunstock, Carlisle, CA6 4QG - Erection Of 1No. Dwelling (Revised Application)

17/0629 2 Eden Mews, Green Lane, Crosby on Eden, Carlisle, CA6 4RB - Installation Of Flood Defence Barriers To Front And Back Doors (LBC)

17/0597 Edensteads, Crosby on Eden, Carlisle, CA6 4QN - Installation Of Flood Defence Barriers To Certain Doors At Property (LBC)

16/0577 Holme Park, Crosby on Eden, Carlisle, CA6 4RA - Erection Of Replacement Dwelling

543.4 Withdrawn Applications:

17/0624 5 The Green, Houghton, Carlisle, CA3 0LN - Erection Of Single Storey Rear Extension To Provide Dining Room

17/0594 The Mews, Green Lane, Crosby on Eden, Carlisle, CA6 4QN - Installation Of Aluminium Sections Adjacent To Doors To Allow A Portable Defence Barrier To Be Slotted In (LBC)

543.5 Other Planning Matters

17/0480 Story Development Application - Erection Of 172No. Dwellings Greymoorhill

It was noted that correspondence had been exchanged regarding the possible presence of a foot and mouth burial pit in the area. Cllrs were informed that the LPA did not appear to have followed the same process as other authorities elsewhere in the country when faced with similar issues and that the website had failed to display all information relevant to the issue.

Resolved: To write to the City Council to express concerns over the handling of the matter.

17/0728 Land at Hadrian's Camp, Houghton Road, Houghton, Carlisle, Cumbria, CA3 0LG - Discharge Of Condition 15 (Open Spaces & Informal Play Areas) Of Previously Approved Application 12/0610

Cllrs Fox, Nicholson and Coles had met with City Cllr Bainbridge, L Leathers and P Grey to discuss the possibility of Story Homes providing funding to renovate the Tribune Drive play area rather than proceed with the above application. Discussions were continuing between the City Council and Story Homes regarding any potential level of investment along with maintenance cost issues.

WMAF
11/10/17

Resolved: The Parish Council agreed, in principle, to support the above proposal and to be involved in continuing discussions.

MF

SR 544/9/17 Clerk's Report

In addition to the items covered within the agenda, the following items were reported on:

Centurions Walk, Houghton

Correspondence with residents was exchanged following the July meeting and the matter was passed onto the County Council for consideration. The Neighborhood Service team have been involved and they have been meeting with residents following this and are taking the matter forward appropriately.

Tribune Drive Bus Shelter

Works to widen the step off area have now been completed.

Brunstock to Houghton Public Bridleway

The area has once again been reported as being overgrown and will be discussed under item 548.6.

PAT Testing

All equipment in the Clerk's home office has now been PAT tested. A full report has been received and an invoice will follow in due course.

Speed Watch

Further speed watch radar gun tests have been carried out with many thanks to Cllrs Coles and Savory for their assistance. Summary results are attached to this report. Furthermore, an area of hard standing has been installed on Houghton Road to enable a police van to park to carry out official checks.

Rural Fun Days

Six days were held in two locations in the Parish, with numbers of attendees being as follows:

Houghton	26 July	39 children
	9 August	35 children
	23 August	43 children
Crosby	2 August	17 children
	16 August	30 children
	30 August	17 children

Initial problems reported with the advertising were quickly resolved by the providers. Income is expected of £585 and £320 for both locations in due course.

Flooding on Houghton Road

Reports of blocked drains on Houghton Road following verge cutting were forwarded to the Highways team.

Linstock See-Saw

Investigations continue into the replacement parts needed for the above. Cllr Fox and the Clerk had examined the cross-bar of the see-saw and expressed concerns about its stability to be replaced. A number of different options for replacement/repair/investigation are available and the matter will be brought to a future meeting once all options and prices have been explored.

SK

SR 545/9/17 Flood Recovery

Cllr Fox reported that he had written to MP R Stewart and the Environment Agency regarding strategic issues and future funding. A meeting will be set up with them in the near future. Concerns were expressed regarding the funding formulae being used to determine the suitability of flood relief schemes and its relevance in rural areas. A further letter to CALC has been sent for support in this matter although only a holding response has so far been received.

WMAF
11/10/17

Cllr Fox noted that a meeting of the local Crosby flood group with the Environment Agency has been positive and he was hopeful of agreement regarding future schemes.

Issues regarding surface water flooding in Houghton were noted following large downpours in July. The drains in Crosby had narrowly coped.

Finally Cllr Fox reported that flood defence schemes for private properties at The Mews were being advanced and the Parish Council owned bus shelter has been mentioned in the discussions. It was noted that a financial contribution towards safeguarding the bus shelter had previously been turned down and no further plans were necessary at the present time by the Council.

SR 546/9/17 Consultations

546.1 Cumbria County Council Design Guide

Resolved: The Parish Council not to submit a response.

SR 547/9/17 Administrative Matters

547.1 Community Plan - Action Plan

The quarterly updated reported had been circulated alongside the agenda, with the following points to note/agree:

- A689 Safety - no further progress; the matter to be pushed before the next review
- Brunstock Common Land - a public meeting to be arranged in Linstock WI Hall on 4th October at 7.30 to gather ideas from residents as to the way forward for maintenance of the Common. The Chair and Clerk had previously met both residents and the grounds maintenance contractors on-site.
- Police - noted that the Police & Crime Commissioners tour had unfortunately not visited near to the Parish
- Floods - the Clerk has begun work on the replacement purchases required for new emergency boxes.

MF

SK

SK

547.2 Village Green/Open Space Usage Application Form

Resolved: To adopt the use of the above form (copy circulated alongside the agenda) with immediate effect.

547.3 Risk Assessment 2017/18

Resolved: To adopt the risk assessment and financial risk assessment for the financial year 2017/18.

SR 548/9/17 Village Matters

548.1 Linstock Parking

New correspondence had been received regarding further cars parking on the Village Green. It was noted that the sign to discourage parking had been moved to a more prominent location and that, until the scale of the problem is known, boulders or low shrubs to prevent parking need not be considered.

Resolved: To contact the DVLA to request details of cars known to be parking repeatedly on the Village Green with a view to writing to them to advise against it.

City Cllrs Bowman and Bainbridge left the meeting at 21.06.

548.2 Noise Survey

This item was considered under public participation.

Resolved: To progress the report's findings with the relevant Highways agency, after securing support of local ward members.

MF/

SK

548.3 Linstock Drainage

Three contractors had been approached for a new price for the works required on the Green, of which two had requested further level investigations be made. Prices of £5,006 and £7,250 had been received. It was noted that any works carried out will not prevent flooding, but will reduce the risk of any water entering neighbouring properties.

WJAF
11/10/17

Resolved: To accept a quotation of £5,006 from Rod Hind Drainage, subject to technical scrutiny by the Finance/Risk Group. An application to be made for a Highways permit for the works at an expected estimated cost of £410.

F&R/
SK

548.4 Houghton Drainage

Cllr Coles noted that extensive examination works had been carried out in Houghton following surface flooding in July. No further progress has therefore been made until these works have been completed.

548.5 Houghton Street Lightings

Resolved: To hold a drop in session from 5pm to 8pm in the Village Hall to discuss possible street lighting improvements in a number of areas of Houghton. The Clerk to request assistance organising from the Neighbourhood Services Team at the County Council. Flyers to be distributed around affected houses in due course.

SK

County Cllr J Mallinson left the meeting at 21.26.

548.6 Houghton Village Fair

Consideration was given to the hosting of a Fair in 2018.

Resolved: To hold the 2018 Houghton Fair on Saturday 30th June 2018. Volunteers to organise to be requested from local community groups.

548.6 BW132025 Brunstock Bridleway

Works to renew the aggregate surface of the above are required and a contribution of £3,000 had been requested from the Parish Council from Cumbria County Council.

Resolved: To request further information regarding the extent of the planned works and consider at the next meeting.

SK

SR 549/9/17 Schedule of Correspondence, Notices and Publications

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

SR 550/9/17 Councillor Matters

No matters were brought to the attention of the Council by members.

SR 551/9/17 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Wednesday 11th October 2017 in the Village Hall, Houghton.

There being no further business, the Chairman closed the meeting at 21.34.

WMA5
11/10/17

STANWIX RURAL PARISH COUNCIL

**Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 11th October 2017 in the Village Hall, Houghton at 7:30 p.m.**

Present: The Chairman Cllr M Fox, A Coles, C Duncan, A Lightfoot, C Savory and C Nicholson.

In Attendance: City Cllrs J Bainbridge & M Bowman. Four members of the public.

SR 552/10/17 Apologies for absence

Resolved to receive apologies from Cllr R Gordon.

ACTION

SR 553/10/17 Minutes of the meeting of the Parish Council held on 13th September 2017

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

SR 554/10/17 Requests for Dispensations

No requests for dispensations were received.

SR 555/10/17 Declarations of Interest

Cllr Nicholson declared that the appellant in item 558.4 was known to him.

SR 556/10/17 Public Participation

Two members of the public were in attendance to discuss planning applications 17/0776 and 17/0777. The background to the proposals was explained and concerns over light and noise pollution addressed with reassurances provided. A brief discussion regarding Rickerby flood defences was also held as an aside.

Two further members of the public were in attendance to request consideration be given to double walling the Crosby bus shelter with marine-ply, to a height of 1.2m, to act as a safeguard against future flooding.

Both of the Crosby residents left the meeting at 20.00.

SR 557/10/17 Financial Matters

557.1 Payments:

Resolved that the following payments be approved:

NEST Pension, October pension	£87.17
Sarah Kyle, October salary plus reimbursements	£1,175.51
Cumbria Payroll, October payroll	£18.00
Tech4Office, September printing	£26.12
HMRC, October PAYE & NI	£202.71
Crosby Parish Hall, rental September	£20.00
Calbarrie, PAT testing	£85.68
CGM, grounds maintenance	£229.20
Cumbria County Council, defibrillator signage	£84.60
YPO, stationery	£6.84
Cumbria County Council, highways permit Linstock	£410.00
Play Inspection Company, operational inspections	£252.00
TOTAL	£2,597.83

557.2 Noted: balances at bank as at 30 September 2017:

Community Account	£165.32
Money Manager Account	£81,819.50
Cash Account	£1,987.10
Expenditure to 30/09/17	£26,666.31

557.3 Quarterly Monitoring Report

A report on income and expenditure for the period 1st April to 30th September 2017 was circulated alongside the agenda and noted.

What
£110,117

557.4 Preliminary Budget Planning

Cllr Fox informed members that a Finance & Risk Working Group meeting was to be held prior to the November meeting to consider the additional items of expenditure that have arisen for both this financial year and next. Warning was given that an increase in precept was likely to be necessary to support the proposed budget. Full consideration will be given to the precept at the December meeting.

SR 558/10/17 Planning Matters

558.1 New Applications

17/0776 Rickerby Retreat, Rickerby Cottage, Rickerby, Carlisle, CA3 9AA - Variation Of Condition 9 (Restaurant Covers) & 10 (Spa/Swimming Pool Users) Of Previously Approved Application 12/0835 To Increase The Covers In The Restaurant From 48 To 96 & The Number Of People Permitted To Use The Spa/Swimming Pool Increase From 12 To 24

Resolved: The Parish Council notes the concerns of Friends of Rickerby Park and the occupants of Lawn Cottage, with regard to the impact of increased traffic upon the safety of pedestrians and cyclists in Rickerby Park and; the seasonal presence of livestock. The parish council is aware that County Highways have no objection to the proposal; it is supportive of the above public concerns and urges that they be addressed through conditioning.

17/0777 Rickerby Retreat, Rickerby Cottage, Rickerby, Carlisle, CA3 9AA - Enclosure Of Existing Flat Roof Patio To Provide Extension To Existing Restaurant & Seating Area Together With Covering Of Ground Floor Patio Area Adjacent To The Swimming Pool; Increasing Of Car Parking Spaces From 21 To 42 Spaces Including 2no. Disabled, 2no. Staff, 4no. Bicycle & 3no. Motorcycle Spaces

Resolved: The Parish Council notes the concerns of Longlands Road Residents Association and the occupants of Lawn Cottage, with regard to the potential negative impact of noise and light pollution arising from the proposed enhanced intensity of use. The parish council shares the above concerns and therefore requests conditioning in order to ensure minimum light spill beyond the boundary of the site.

Both remaining members of the public left the meeting at 20.13.

17/0025/TPO Tethera Oaks, Linstock, Carlisle, CA6 4PY - Proposal: 30% Crown Reduction Of Mature Oak Tree Subject To TPO No.76

Resolved: The Parish Council have no observations and recommend the application is determined under the guidance of the relevant planning officer.

17/0788 114 Longlands Road, Carlisle, CA3 9AF - Erection Of Rear First Floor Extension To Provide 1no. Bedroom

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0833 11 Smithy Croft, Houghton, Carlisle, CA3 0NS - Single Storey Rear And Side Extension To Provide Kitchen/Utility/W.C.; Replacement Porch To Front And Pitched Roof To Existing Garage

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0824 51 Whiteclosegate, Carlisle, CA3 0JA - Change Of Use From Commercial Use To Dwelling

Resolved: The Parish Council recommend approval of this application.

558.2 Ratification of Responses Made Prior to the Meeting

17/0713 Wensleydale, Tarraby, Carlisle, CA3 0JS - Erection Of Single Storey Rear Extension To Provide Sunroom And Provision Of First Floor Balcony

Resolved: To ratify the response submitted, withdrawing the Parish Council objection following modification of the application by removal of the balcony.

558.3 Permission Notices Received

17/0677 3 Green Lane, Houghton, Carlisle, CA3 0NT - Erection Of A Replacement Front Entrance Porch and A Replacement Rear Conservatory

17/0703 Land to the north east of, Windsor Way, Carlisle - Display Of 2no. Flag Poles & 1no. Freestanding Sign (Both Non-Illuminated)

17/0702 Land to the north east of, Windsor Way, Carlisle - Erection Of Temporary Sales Cabin Until June 2018 With Associated Works

558.4 Consideration of appeals under the Town And Country Planning Act 1990 – Town & Country (Enforcement Notices & Appeals) Regulations 1991

EC/16/0009/EC, P.I. Ref: APP/E0915/C/17/3175593 Land to the rear of South View, The Green, Houghton, Carlisle - Change of use of Land from Agricultural Use To Storage and Parking of Motor Vehicles

Resolved: To draft a response for ratification at the next meeting. The response will reiterate the Parish Council's previous comments regarding application 13/0879 with included comments regarding surface water drainage.

CN

SR 559/10/17 Clerk's Report

In addition to the items covered within the agenda, the following items were reported on:

SR 548.2/9/17 12.2 Noise Survey

Correspondence has begun with the Highways Agency with regards to the above. Residents are to be kept informed of discussions as they progress.

17/0480 Story Development Application - Erection Of 172No. Dwellings Greymoorhill

Information was received that indicated all possible investigations into the concerns regarding a foot and mouth burial pit had been carried out. The matter was closed by the Council with thanks given to those concerned for their assistance.

SR 548.3/9/17 Linstock Drainage

The Finance and Risk Group were sent the information on the proposed drainage works for scrutiny. Following this the Clerk has prepared the application form for the Highways permit and this will be applied for so that works can commence.

SR 548.5/9/17 Houghton Street Lighting

Following discussions with the County Council, the consultation drop-in session has been delayed until 14th November 2017. Flyers will be obtained in due course.

Other Matters

Audit

The Clerk reported that the mid-year internal audit had been scheduled for 19 October 2017.

17/0069/S211 Tarraby Common, Tarraby, Carlisle

A meeting had been held with the planning officer responsible for consideration of a colaid case 17/0069/S211 along with the tree maintenance contractor. Permission had subsequently been granted for the works in the conservation area.

SR 560/10/17 Flood Recovery

Cllr Fox reported that a meeting was being arranged for Friday 27th October with Rory Stewart MP and the Environment Agency to hopefully progress previously raised issues.

SR 561/10/17 Administrative Matters

561.1 Village Hall Reports

Houghton Village Hall

Cllr Lightfoot reported that a number of maintenance issues were being addressed currently, including plastering, a faulty gas heater flue, fire detectors, emergency lighting, ventilation,

boiler repairs, lighting and redecoration. He also noted that the Hall Management Committee had been informed that the City Council would not provide them with additional refuse bins and that the free service may cease altogether in the future, following review.

Crosby Parish Hall

Cllr Fox reported that the AGM had been held recently where concerns regarding the necessary future recruitment of new Committee members had been raised. It was also reported that work has begun with solicitors to try and establish the basis for a new Trust Deed for the Hall.

SR 562/10/17 Village Matters

562.1 Linstock Play Area

A report had been circulated alongside the agenda outlining various options for testing, repair or replacement of the see-saw at Linstock. The report was updated with obtained prices for replacement and Cllr Nicholson also provided further information pertinent to a possible repair.

Resolved: To replace, in suitable format, the see-saw at Linstock (either through replacement materials for repair or new equipment entirely). The matter to be further considered by the Finance/Risk group whilst the Clerk investigates potential grant funding opportunities. Also to consider future maintenance protection for all wooden play equipment at both Linstock and Crosby.

SK

562.2 BW132025 Brunstock Bridleway

Diagrams and a schedule of proposed aggregate resurfacing works had been circulated alongside the agenda for consideration regarding a requested £3,000 contribution towards works.

Resolved: The Finance and Risk Working Group to analyse budget availability and report back to the November meeting with a recommendation for payment.

F/R

562.3 Brunstock Common Land

A report had been circulated prior to the meeting following a well-attended public meeting. The report recommended the following be agreed in the short-term:

- Offer the creation of a "working group", with two to three Brunstock residents
 - Clear & prune all shrubs/remove the self-seeded plant life/carry out a general tidy up in the pond, chip to leave on site for use as a pathway
 - Remove the two overgrown bushes (to be chipped and left on site for a pathway)
 - Seek advice from a drainage expert regarding whether or not the pond should be retained and any other measures possible within the land to assist in drainage
 - Authorise one main cut of the grass at the earliest opportunity
 - Carry out pruning to four trees as planned and consider if any other trees need pruned
- Additional longer term considerations will be considered in due course.

F/R

Resolved: Costs for the above works to be considered for approval at a future meeting.

SR 563/10/17 Schedule of Correspondence, Notices and Publications

A schedule of correspondence, notices and publications received since the last meeting was noted. Cllr Coles indicated a possible intention to attend the CALC AGM.

SR 564/10/17 Councillor Matters

Cllr Nicholson noted that lighting column 47 on Houghton Road has been reported as not working.

Cllr Fox noted that a planned charity concert had been deferred until the Spring; he will provide information when received.

SR 565/10/17 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Tuesday 7th November 2017 in the Parish Hall, Crosby-on-Eden. Please note the change of date. There being no further business, the Chairman closed the meeting at 21.00.

WMAFSR
7/11/17

STANWIX RURAL PARISH COUNCIL

Minutes of a Meeting of Stanwix Rural Parish Council held on
Tuesday 7th November 2017 in the Parish Hall, Crosby-on-Eden at 7:30 p.m.

Present: The Chairman Cllr M Fox, A Coles, C Duncan, A Lightfoot, R Gordon and C Nicholson.

In Attendance: Five members of the public.

SR 566/11/17 Apologies for absence

Resolved to receive apologies from Cllr C Savory, City Cllrs J Bainbridge & M Bowman and County Cllr J Mallinson.

ACTION

SR 567/11/17 Minutes of the meeting of the Parish Council held on 11th October 2017

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

SR 568/11/17 Requests for Dispensations

No requests for dispensations were received.

SR 569/11/17 Declarations of Interest

Cllr Coles declared an interest in planning application 17/0921, due to living at Eden Gate, at the time of discussion.

SR 570/11/17 Public Participation

Three members of the public were in attendance to make a complaint regarding both the lack of communication and progress in regards to the drainage problems being experienced from 1 - 8 The Green, Houghton. An apology for the situation was offered by the Council, along with an explanation of recent investigations undertaken. It was agreed that Cllr Coles with support from Cllr Duncan will work with the residents to examine a potential solution suggested and obtain costing's for consideration. It was noted that the Village Green extends to the boundary of the houses concerned but the Council is responsible for the management of the surface of the land only and not the infrastructure underneath.

AC/CD

Three members of the public left the meeting at 20.07.

SR 571/11/17 Financial Matters

571.1 Payments:

Resolved that the following payments be approved:

NEST Pension, November pension	£87.17
Sarah Kyle, November salary plus reimbursements	£1,198.44
Cumbria Payroll, November payroll	£18.00
Tech4Office, October printing	£19.90
HMRC, November PAYE & NI	£202.91
Houghton Village Hall, rental October	17.20
CGM, grounds maintenance	£632.40
Right Print, printing	22.95
John Houldsworth, sound survey	900.00
B Hill, Houghton in Bloom reimbursements	£231.64
Houghton Village Hall, grant payment	£5,000.00
TOTAL	£8,330.61

571.2 Noted: balances at bank as at 31st October 2017:

Community Account	£127.49
Money Manager Account	£79,619.50
Cash Account	£1,987.10
Expenditure to 31/10/17	£29,264.14

571.3 Finance and Risk Working Group Meeting

The notes of the Finance and Risk Group meeting held on 17th October 2017 had been circulated alongside the agenda and were noted with recommendations agreed.

Resolved:

- To reduce to £5,000 the amount being carried forward to 2018/19 for the interpretation panels.
- To progress with initial maintenance works in Brunstock as soon as possible.
- To consider at the next Finance/Risk group whether the Council should cease acting as accountable body for the Houghton in Bloom group from 31st March 2018 due to administrative reasons
- To hold a further Finance and Risk Group following the Street Lighting consultation meeting to consider an increase in precept, to be agreed at the December Parish Council meeting.
- Not to make available additional grant money in 2017/18 and therefore not to hold a second round of funding.
- To progress with grant applications for the replacement of the see-saw at Linstock. It was noted that the see-saw had been the least popular item of equipment in the area and a suitable alternative may be considered. Jubilee funds are also in existence for consideration for spending by their Committee at some point in the future.

CLERK

571.4 Internal Audit Report

This item was deferred until the next meeting although the Clerk noted verbally that the mid-year audit had been successful.

SR 572/11/17 Planning Matters

572.1 New Applications

17/0880 Eden Croft, Green Lane, Crosby on Eden, Carlisle, CA6 4QN -

Revised Application For Amended Ground Floor Construction, Together With Internal Wall Linings (Amendment To Previously Approved Consent 16/0788) (LBC)

Resolved: The Parish Council recommend the Case Officer contact the occupiers of the nearby property to address their concerns before the application is determined in accordance with national and local planning and conservation policies.

17/0870 Corner House, 2 Hendersons Croft, Crosby on Eden, Carlisle, CA6 4QU - Two Story Extension To Provide Study Room To Ground Floor With 1no. En-Suite Bedroom Above

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning policy.

17/0085/S211 Waterside Cottage, Tarraby, Carlisle, CA3 0JS - Removal Of 3no. Trees In Tarraby Conservation Area

Resolved: The Parish Council has no objections to the application and recommend it is determined in accordance with national and local planning and conservation policies.

17/0921 Hadrian's Camp, Houghton Road, Carlisle - Erection Of Dwellings (Outline) (Revised Application)

Resolved: To agree, in principle, that the original objection to the application will be sustained and developed in line with the new information presented. A draft response in the form of an addendum to the previous submission to be formulated and circulated to Cllrs prior to the next meeting for agreement in December.

CN/AC

572.2 Resolved to note Permission Notices Received:

17/0713 Wensleydale, Tarraby, Carlisle, CA3 0JS - Erection Of Single Storey Rear Extension To Provide Sunroom

17/0723 27 The Green, Houghton, Carlisle, CA3 0NF - Proposed Amendment To Opening Hours Of Restaurant: 12:00-17:00 Sunday To Wednesday; 12:00 To 23:00 Thursday To Saturday; 3no. Special Occasions (Valentine's Day 17:00 To 23:00; Christmas Eve 17:00 To 23:00 And New Years Eve 17:00 To 01:00)

WMAF
12/12/17

17/0777 Rickerby Retreat, Rickerby Cottage, Rickerby, Carlisle, CA3 9AA - Enclosure Of Existing Flat Roof Patio To Provide Extension To Existing Restaurant & Seating Area Together With Covering Of Ground Floor Patio Area Adjacent To The Swimming Pool; Increasing Of Car Parking Spaces From 21 To 42 Spaces Including 2no. Disabled, 2no. Staff, 4no. Bicycle & 3no. Motorcycle Spaces

17/0776 Rickerby Retreat, Rickerby Cottage, Rickerby, Carlisle, CA3 9AA - Variation Of Condition 9 (Restaurant Covers) & 10 (Spa/Swimming Pool Users) Of Previously Approved Application 12/0835 To Increase The Covers In The Restaurant From 48 To 96 & The Number Of People Permitted To Use The Spa/Swimming Pool Increase From 12 To 24

17/0069 Tarraby Common, Tarraby, Carlisle - S211 Work To Trees In Tarraby Conservation Area

572.3 Consideration of appeals under the Town And Country Planning Act 1990 – Town & Country (Enforcement Notices & Appeals) Regulations 1991

EC/16/0009/EC, P.I. Ref: APP/E0915/C/17/3175593 Land to the rear of South View, The Green, Houghton, Carlisle - Change of use of Land from Agricultural Use To Storage and Parking of Motor Vehicles

Resolved: To submit a representation to the Planning Inspectorate to seek conditioning to ensure adequate drainage of the appeal site. This should include the installation of suitable interceptors, to guard against possible contamination of local drains and watercourses. Also to state with evidence that the council believes the LPA's rationale for refusal to be somewhat confused and ultimately mistaken and that as a result it urges that the appeal be allowed, with a recommendation for conditioning.

CLERK

SR 573/11/17 Clerk's Report

In addition to the items covered within the agenda, the following items were reported on:

SR 548.2/9/17 12.2 Noise Survey

Acknowledgment of receipt has been received from the Highways Agency and further dialogue is expected in due course. A response detailing answers to queries raised regarding the lack of Houghton/Brunstock reference has also been received from the report author. Dialogue has also been exchanged with a local resident who has been liaising with the Highways Agency on the same matter.

SR 548.3/9/17 Linstock Drainage

An application for works in the Highway has been submitted. A response is hoped for during November. Works to the adjacent track way, to fill in the potholes, is to be completed in the next round of suitable weather.

SR 548.5/9/17 Houghton Street Lighting

A public drop-in meeting will be held on Tuesday 14th November from 17.00 - 20.00 in Houghton Village Hall. The evening has also been opened up for discussions regarding planning application 17/0921 and the potential development of the Tribune Drive play area. Cllrs Nicholson and Coles will discuss with residents the latter two topics and Cllrs Lightfoot and Duncan will manage street lighting queries. Cllr Fox will also be present, along with the Clerk. Cllrs are asked to meet at 16.45.

MF/CN/
AL/CD/
AC/
CLERK

SR 562.1/10/17 Linstock Play Area

The Clerk is currently investigating different grant opportunities available for the purchase of new equipment after receiving three different quotations.

SR532.3/10/17 Brunstock Common Land

Following scrutiny by the Finance and Risk Group, costs were analysed and the earlier decision made to carry out essential maintenance works in Brunstock were approved. The Clerk has subsequently authorised the contractors to commence works when appropriate.

Other Matters

WMAF
12/12/12

Houghton Traffic

A complaint regarding the parking arrangements during school opening and closing hours has been received and forwarded to Highways for consideration. The school has also been asked to politely remind parents to park responsibly.

SR 492.1/5/17 Trees

Works to the trees for category 2 and 3 maintenance needs have been authorised to be carried out by Orchard Tree Surgery following the successful completion of the category 1 works in Houghton.

Blocked Ditches, The Knells

A report of flooding at the Knells due to blocked ditches was received from Scaleby Parish Council and reported to Cumbria Highways.

Interpretation Panels

Quotations for interpretation panels are being sought so that project expenditure can be moved on in the forthcoming months.

CLERK

Summer Play Scheme

Anonymised data relating to the number, date of birth and postcode of participants has been received from GLL and is currently being analysed so that a thorough evaluation of the scheme can be made prior to decision making for any 2018 scheme.

SR 574/11/17 Flood Recovery

574.1 Update

Cllr Fox reported that a meeting had been held with Rory Stewart MP, 3 Environment Agency representatives, 8 - 10 members of the Rickerby Flood Group and a slightly smaller number of residents from Rickerby. He confirmed that it would appear that a scheme for defences in Rickerby is now sorted although installation of a flood gate remains an issue. He reported that the £25m funding promised for Carlisle does indeed incorporate Carlisle district.

Regarding Low Crosby, a scheme is not yet proposed although two options are being investigated. Firstly to install hard defences to the western end of the village and to manage the flow at Willow Beck through valves. This to be combined with bunded defences around the rest of the village. This particular option satisfies the necessary cost/benefit ratio. A second option is however also being investigated with a landowner at Warwick Holme regarding lowering the flood defences on the south and western sides to ease the pressure on Low Crosby. A detailed scheme is promised by the spring. Progress is therefore evident, albeit slower than desired.

574.2 Crosby Bus Shelter

Three joiners had been approached to submit a price for flood defence works at the above, with only one responding with a price of £420 plus VAT.

Resolved: To progress discussions with the owner of the wall to seek consent for works to begin.

MF/AC

SR 575/11/17 Administrative Matters

575.1 Digital Inclusion

It was noted that an offer to hold a free workshop regarding broadband provision had been made to the Council.

Resolved: To progress with organising an event for parishioners, with cross-parish involvement from Hethersgill and Scaleby to be recommended.

CLERK

575.2 Training Course

Resolved: The Clerk to attend a training course in Penrith regarding VAT at an approximate cost of £30.

CLERK

575.3 Electoral Review of Constituency Boundaries in the North West

Resolved: To respond to the above, noting dissatisfactions with the inconsistencies in the

CLERK

proposals but acknowledging change was inevitable.

SR 576/11/17 Village Matters

576.1 BW132025 Brunstock Bridleway

Resolved: A donation of £1500 to be made towards the above resurfacing works. The County Council to invoice in due course.

SR 577/11/17 Schedule of Correspondence, Notices and Publications

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

SR 578/11/17 Councillor Matters

Cllr Coles noted concerns that the new Cumbria Wildlife building was potentially excessively illuminated after darkness. Cllrs are to view prior to the street lighting meeting on 14th November.

ALL

Cllr Nicholson reported that street lighting columns 44 and 47 are defective on Houghton Road despite reassurances they have been repaired.

Cllr Duncan noted that matters regarding a complaint over correspondence issued personally by him were being resolved.

Two members of the public left the meeting at 21.16.

Part B Item

Consideration of the following item was deemed to be confidential and members of the press and public were excluded under the Local Government Act 1972.

SR 579/11/17 Grounds Maintenance

Resolved: To extend the current grounds maintenance contract with CGM Grounds Maintenance for an additional 12 months to cover the council year 2018/19. Costs to be confirmed in due course.

SR 580/11/17 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Wednesday 13th December 2017 in the Village Hall, Houghton.

There being no further business, the Chairman closed the meeting at 21.24.

WMAK
12/12/17

STANWIX RURAL PARISH COUNCIL

Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 13th December 2017 in the Village Hall, Houghton at 7:30 p.m.

Present: The Chairman Cllr M Fox, Cllrs A Coles, C Duncan, A Lightfoot, C Nicholson and C Savory.

In Attendance: City Cllrs M Bowman and J Bainbridge (entered 19.41). County Cllr J Mallinson. Four members of the public.

ACTION

SR 581/12/17 Apologies for absence

Resolved to receive apologies from Cllr R Gordon.

SR 582/12/17 Minutes of the meeting of the Parish Council held on 7th November 2017

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

SR 583/12/17 Requests for Dispensations

A request for dispensation in regards to the precept setting was received from Cllr C Savory and granted. All other Cllrs had previously had precept dispensations granted.

SR 584/12/17 Declarations of Interest

Cllr Coles declared an interest in planning application 17/1000 being a resident of Eden Gate. Cllr Fox declared an interest in planning application 17/0979, the applicant being known to him.

SR 585/12/17 Public Participation

A resident was in attendance to raise concerns over the waste land at the rear of Beech Grove/Green Lane. He expressed concerns regarding the state of the grass and queried who was responsible for the land. This is to be investigated. He also noted that a caravan had also been present for two years which was proving to be hazardous, especially with the lack of street lighting in the area.

SK

A further resident noted thanks to Cllr Coles for his recent assistance with agenda item 592.1 and also noted interest in the progress with residential lighting (item 592.2).

SR 586/12/17 Financial Matters

586.1 Payments:

Resolved that the following payments be approved:

NEST Pension, December pension	£87.17
Sarah Kyle, December salary plus reimbursements	£1,267.52
Cumbria Payroll, December payroll	£18.00
Tech4Office, November printing	£37.91
HMRC, December PAYE & NI	£202.71
Houghton Village Hall, rental November	£21.00
Crosby Parish hall, rental November	£40.00
Crosby Parish Hall, grant payment	£422.80
Orchard Tree Surgery, Tree maintenance	£1,377.60
Jean Airey, Internal Audit	£144.10
TOTAL	£3,618.81

586.2 Noted: balances at bank as at 30th November 2017:

Community Account	£796.88
Money Manager Account	£71,452.66
Cash Account	£1,987.10
Expenditure to 30/11/17	£37,594.75

586.3 Income Received

Resolved to note income received of £833.16 from HMRC (VAT repayment).

586.4 Finance and Risk Working Group Meeting

The notes of the Finance and Risk Group meeting held on 23rd November 2017 had been circulated alongside the agenda.

Resolved: To receive the minutes.

586.5 Budget and Precept 2018/19

A report had been circulated alongside the agenda containing forecasted remaining income and expenditure levels for 2017/18; the proposed budget for 2018/19 and the estimated levels of financial reserves to be held on the 1st April 2019.

Resolved: To accept the proposed budget for 2018/19; the precept to increase to £43,540.

586.6 Internal Audit Report

The report of the internal auditor for the period 1st April to 30th September 2017 was circulated prior to the meeting and considered.

Resolved: The internal audit report was noted and approved.

SR 587/12/17 Planning Matters

587.1 New Applications

17/0921 Hadrian's Camp, Houghton Road, Carlisle - Erection Of Dwellings (Outline) (Revised Application)

A decision to object in principle to the application had been made at the November meeting (min 572.1 refers) and a proposed response compiled and circulated prior to the meeting.

Resolved: To agree the objection as previously circulated. A right to speak is to be requested.

17/0949 10 Hadrians Gardens, Carlisle, CA3 0JJ - Erection Of Two Storey Side And Single Storey Front And Rear Extensions To Provide Cloakroom, Store, Shower Room, Utility And Garden Room On Ground Floor With 1no. Bedroom At First Floor

Resolved: Recommend determination in accordance with local and national planning policy and guidance.

17/0866 22 Millcroft, Carlisle, CA3 0HX - Single Storey Rear Extension To Provide Additional Living Accommodation; Installation Of Timber Decking To Rear

Resolved: The Parish Council notes the neighbour objections and the compromise indicated by the amendment and asks if further compromise might be achieved. The Parish Council advocates a reduction on the height of the proposed parapet in order that the overall height of the proposed extension should not exceed that of the existing guttering.

17/0979 Madgwick, Green Lane, Crosby on Eden, Carlisle, CA6 4QN - Replacement Of Flat Roof Dormer With Pitched Tile Roof To Provide En-Suite And Dressing Room At First Floor; Formation Of First Floor Balcony To Rear Elevation

Resolved: The Parish Council objects to the proposed balcony which would provide significant opportunities for the overlooking of neighbouring properties, to the detriment of the living conditions of their occupants through loss of privacy. The Parish Council draws the attention of officers and members to conditions in respect of Appn Nos: 16/0808; 17/0087 and 17/0353 where consent for a similar feature was refused.

17/1000 Land at Hadrian's Camp, Houghton Road, Houghton, Carlisle, Cumbria, CA3 0LG - Variation Of Condition 15 (Open Spaces & Informal Play Areas) Of Previously Approved Application 12/0610 To Allow Investment In Existing Off Site Play Area At Tribune Drive

Resolved: To support the variation to allow investment at Tribune Drive although recommending additional funding is provided. Concerns regarding anti-social behaviour are recognised and consultation with Cumbria Constabulary regarding the design and construction of any access to be recommended.

The Parish Council to strongly object however to an additional proposal, not mentioned in the application form, that changes completion of the open spaces prior to final occupation of the 70th residential unit to the 99th, as should this part of the condition be changed then by building only 98 dwellings, perhaps leaving a smaller much less profitable unit to the very last, payment of

WMAF
12/1/18

the commuted sum may be entirely avoided.

17/1018 Linstock Cottage, Linstock, Carlisle, CA6 4PY - Two Storey Rear Extension To Provide Extended Kitchen/Living Room With Utility Room To Ground Floor With Bathroom And 1no. En-Suite Bedroom Above (Revised Application)

Resolved: Recommend determination in accordance with local and national planning policy and guidance.

587.2 Resolved to note Permission Notices Received:

17/0824 51 Whiteclosegate, Carlisle, CA3 0JA - Change Of Use From Commercial Use To Dwelling

17/0788 114 Longlands Road, Carlisle, CA3 9AF - Erection Of Rear First Floor Extension To Provide 1no. Bedroom

17/0833 11 Smithy Croft, Houghton, Carlisle, CA3 0NS - Erection Of Single Storey Rear And Side Extension To Provide Kitchen/Utility/W.C.; Replacement Front Porch To Front And Pitched Roof Over Existing Side Garage

SR 588/12/17 Clerk's Report

In addition to the items covered within the agenda, the following items were reported on:

SR 548.3/9/17 Linstock Drainage

The highways street works license has now been received and has been passed onto the appointed contractors for progression. The contractor is liaising directly with Cumbria County Council and anticipates the work will be carried out in January.

SR 562.1/10/17 Linstock Play Area

The Clerk has applied for grant funding and will report back with progress at a future meeting. A decision is expected in late January.

SR 575.1/11/17 Digital Inclusion Workshop

The above has been arranged for 7pm on Tuesday 6th February 2018 in Crosby-on-Eden Parish Hall.

SR 573.1/11/17 Houghton In Bloom

The Chairman and Clerk met with Houghton in Bloom to discuss the group taking over their own finances. Houghton in Bloom have a meeting in January and will confirm matters after this.

Other Matters

SR 492.1/5/17 Trees

Works to the trees for category 2 and 3 maintenance needs have been completed.

Houghton Fair 2018

An offer to work alongside Houghton Primary School to provide the 2018 fair on a joint basis is being considered and discussions held to help progress the organisation of the day. Cllrs noted agreement with the proposal.

SK

SR 589/12/17 Flood Recovery

Cllr Fox reported that flood warnings had been issued three weeks before the meeting following heavy rain, there was some flooding. Although the defences had held, concerns were expressed that a pump in Crosby had not been commissioned and had failed during the downpour. An issue had also occurred by the Newby Road, where a drainage pipe has not been capped and has no return valve fitted. A letter, detailing serious concerns over the maintenance of the assets, will be sent to Cumbria County Council.

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Cllr Fox also noted that a meeting of the Crosby Flood Group had been held. Dissatisfaction with the slow pace being set by the Environment Agency was noted although it was confirmed that an Environment Agency meeting will be held in Rickerby where progress is being made and a programme of works agreed. This programme included some works in the Gosling Syke where clarification is needed as to the proposals. Cllr Fox is to follow up.

MF

SR 590/12/17 Consultations

590.1 Affordable and Specialist Housing Supplementary Planning Document Consultation - Carlisle City Council

A paper outlining the technical nature and salient points of the document had been circulated alongside the agenda. It was agreed that the document offered no information on the actual delivery of affordable/specialist units and that the shortfall in units to be required in the future has not been addressed.

Resolved: Cllr Fox to construct a response on behalf of the Council for submission.

MF

SR 591/12/17 Administrative Matters

591.1 Community Plan - Action Plan

The quarterly update reported had been circulated alongside the agenda. It was agreed progress is evident in many areas and that issues regarding the A689 Safety will be pursued following three fatalities on the road since publication of the plan

MF/
SK

County Cllr Mallinson left the meeting at 20.31.

591.2 Code of Conduct

Cllrs were reminded of their duties under the code of conduct and that a clear separation of roles should be made when acting as an individual, particularly when dealing with members of the public.

SR 592/12/17 Village Matters

592.1 The Green, Houghton Drainage

Thanks were noted to Cllr Coles for his assistance in having the drainage pipe at the above cleared by Cumbria County Council.

592.2 Residential Lighting, Houghton

Following the public consultation held in November, an offer had been received from Cumbria County Council to install the Parish Council scheme of improved residential lighting. This incorporated revisions suggested by residents at the consultation evening. An updated plan had been circulated alongside the agenda.

Resolved: To approve the updated scheme and consent to the installation at full cost to Cumbria County Council.

592.3 Houghton Surface Water Drainage Issues

Cllr Savory noted that surface flooding had occurred between 14 and 24 Houghton Road on two occasions recently. Residents have cleared vegetation from the drains however concerns exist that excessive water is being drained onto the road from an adjacent field.

Resolved: To report the concerns over the drains/field to Highways again and request that the culverts in the area be cleaned.

CS

592.4 Crosby Parish Hall Play Area

The Chairman and Clerk had attended a meeting with the Chair and Secretary of the above to discuss plans to install a new seat in the play area. Issues pertaining to maintenance and insurance had been discussed. A request had also been received to install additional play equipment, for which funding may be available to support.

Resolved: To authorise the installation of a new seat. To progress the request for additional play equipment in the new financial year.

592.5 NGN, Houghton Village Green

As discussed at a previous meeting, a way leave has been granted for the above and legal documents prepared to ratify.

Resolved: To authorise Cllrs Fox and Coles to sign the Grant of Easement/Deed of Surrender and Release on behalf of the Parish Council.

SR 593/12/17 Schedule of Correspondence, Notices and Publications

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

SR 594/12/17 Councillor Matters

Cllr Nicholson noted concerns that proper procedures had not been followed during recent roadwork's in Whiteclosegate, leading to pedestrians having to use the busy main road for access. This is to be reported to Highways.

Cllr Coles noted that full bins on display at the Lounge on the Green, despite previous assurances regarding their management.

Cllr Duncan noted progress continues to be made in the lane adjacent to Orchard Gardens with the clear up.

SR 595/12/17 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Wednesday 10th January 2018 in the Parish Hall, Crosby-on-Eden.

There being no further business, the Chairman closed the meeting at 20.54.

SK

WMA Fox
10/1/18

STANWIX RURAL PARISH COUNCIL

Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 10 January 2018 in the Parish Hall, Crosby-on-Eden at 7:30 p.m.

Present: The Chairman Cllr M Fox, Cllrs A Coles, C Duncan, R Gordon (entered 7.37pm), A Lightfoot, C Nicholson and C Savory.

In Attendance: City Cllr J Bainbridge.

ACTION

SR 596/1/18 Apologies for absence

Resolved to receive apologies from Cllr M Bowman and County Cllr J Mallinson.

SR 596/1/185 Minutes of the meeting of the Parish Council held on 13th December 2017

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

SR 597/1/18 Requests for Dispensations

No requests for dispensations were received.

SR 598/1/18 Declarations of Interest

No declarations of interest were made.

SR 599/1/18 Public Participation

No members of the public were present.

SR 600/1/18 Financial Matters

600.1 Payments:

Resolved that the following payments be approved:

NEST Pension, January pension	£87.17
Sarah Kyle, January salary plus reimbursements	£1,139.69
Cumbria Payroll, January payroll	£18.00
Tech4Office, December printing	£23.39
HMRC, January PAYE/NI	£202.71
Houghton Village Hall, Rental December 2017	£8.60
Crosby Village Hall, Rental Flood Group Meeting 12/12/17	£20.00
Newlands, Climbing Wall for Houghton Fair Deposit	£100.00
YPO, Stationery	£3.24
Border Pest Control, mole removal Linstock	£72.00
ICO, Data Protection	£35.00
TOTAL	£1,709.80

600.2 Noted: balances at bank as at 31 December 2017:

Community Account	£1,073.07
Money Manager Account	£68,058.51
Cash Account	£1,978.10
Expenditure to 31/12/17	£41,213.56

600.3 Income Received

Resolved to note income received:

- £30 Scaleby Parish Council (contribution to VAT training course)
- £30 Hethersgill Parish Council (contribution to VAT training course)
- £905 GLL (summer play days)
- £8.05 Electricity North West (wayleave)

600.4 Quarterly Monitoring Report

A report on income and expenditure for the period 1 April to 31 December 2017 was circulated alongside the agenda and **noted**.

SR 601/1/18 Planning Matters

601.1 New Applications

17/1047 Land adjacent to Wensleydale, Tarraby, Carlisle, CA3 0JS - Proposed New Vehicular And Pedestrian Access To Serve Previously Approved Dwelling (Ref. 15/0179)

Resolved: To recommend determination in accordance with local and national planning and conservation policy. Also to recommend conditioning be imposed to protect birds during nesting season when the hedge is being removed.

601.2 Resolved to note Permission Notices Received:

17/0880 Eden Croft, Green Lane, Crosby on Eden, Carlisle, CA6 4QN - Revised Application For Amended Ground Floor Construction, Together With Internal Wall Linings (Amendment To Previously Approved Consent 16/0788) (LBC)

SR 602/1/18 Clerk's Report

In addition to the items covered within the agenda, the following items were reported on:

SR 585/12/17 Beech Grove/Green Lane

The Clerk and Cllr Nicholson are currently investigating reports received at the December meeting regarding the waste land.

SR 548.3/9/17 Linstock Drainage

The contractor has informed the Clerk that works will commence in January/February. This has been approved by Cumbria County Council,

SR 587.1/12/17 17/1000 Land at Hadrian's Camp, Houghton Road

A letter has been sent to the Chief Constable to request that the Force Crime Prevention Design Advisor be pro-actively involved, beyond the customary level of engagement, in the design of any access between Eden Gate and Tribune Drive in order to both ensure and reassure that the maximum attainable means of crime prevention and deterrence are, from the outset, designed in. The Police have responded and hope to attend a future meeting to discuss the matter further.

SR 591.1/12/17 Affordable and Specialist Housing Supplementary Planning Document

Cllr Fox compiled and submitted a response on behalf of the Parish Council.

SR 593/12/17 Highways Complaint

Information was obtained regarding works in the Whiteclosegate area that failed to provide adequate pedestrian access. The matter was followed up with Highways and a request made that better monitoring of works is achieved in the future. Residents are advised to report any problems at the time of occurrence and to take photographic evidence if safely possible.

Other Matters

Rickerby Noticeboard

The Clerk noted that the board had fallen over and had been removed for repair by Telford's joinery.

SR 603/1/18 Flood Recovery

Cllr Fox reported that a public consultation meeting for Carlisle and Rickerby residents will be held at the Carlisle United Football Club grounds by the Environment Agency on 26 January from 2pm to 7pm. A briefing session for local councilors will be held immediately before it, starting at 1pm. The consultation will be an opportunity to comment on proposals. A similar session for the residents of Low Crosby will be held on Tuesday 13 February in Crosby Parish Hall. A schedule of works for both schemes is expected to be produced by Summer/Autumn 2018 with the works in the Carlisle/Rickerby area completed in the Summer of 2019. Works in Crosby to be completed in the 6 months following that. Progress is therefore evident although slow.

SR 604/1/18 Administrative Matters

604.1 Village Hall Reports

Houghton Village Hall

Cllr Lightfoot reported that discussions remain ongoing with regards to car park usage. The Lounge on the Green are requested to seek pre-permission if patrons wish to use the car park for a specific event. Permits for other holders will be discussed at the January meeting. Refuse disposal remains an ongoing issue and is being investigated by the caretaker. Work also remains ongoing following the Fire Risk Assessment and works related to this are being prioritised.

Crosby-on-Eden Parish Hall

Cllr Fox reported that further works to the roof are likely to be required with significant funding needed to complete. Works to implement a new trust deed also remain ongoing so that different avenues of grant funding can be applied for. Increasing usage of the Hall remains a priority. Concerns were expressed that volunteers for the Management Committee are likely to be required in the future and the two forthcoming public events in the Hall (Flood Consultation and Digital Inclusion workshop on 6 February) should be used as a means of community recruitment/engagement.

604.2 Council Tax Consultation 2018/19 Policing

It was resolved that a response be compiled and submitted, outlining concerns over the lack of:

- Opportunity for public engagement with the consultation;
- Visibility of the police, particularly in rural areas;
- Central government funding being made available.

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604.3 Strategic Road Network Initial Report

It was resolved that a response be compiled stressing the need for connectivity and integration, in particular detailing:

- The need for prioritisation of a safety upgrade of the A689;
- The need to consider a fully integrated transport system rather than looking at the road network in isolation;
- To suggest consideration of the need to fully upgrade the A69 and extend the southern bypass/CNDR, particularly in view of the proposed garden village scheme in that area;
- The requirement to consider the east-west difficulties faced with lack of dual carriageways and the threat of hospital closures in the west of the county;
- The lack of management of B, C and U roads throughout the county.

MF

SR 605/1/18 Village Matters

605.1 Houghton Fair

Plans to host the above jointly with Houghton Primary School were discussed, with some concerns and suggestions about how to ensure both sites are adequately combined put forward. The Clerk is to meet with the Headteacher on 18 January and hopes to progress some of the details at the meeting.

SK

SR 606/1/18 Schedule of Correspondence, Notices and Publications

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

SR 607/1/18 Councillor Matters

Cllr Fox noted numerous complaints regarding the lack of gritting by Highways on the main road through Crosby. This was supported by Cllr Gordon. Pressure is to be put on Highways to consider gritting the road and residents are to be reminded that the grit bins are available for self-use in the interim.

SK

Cllr Gordon reported vandalism at Crosby Primary School over the Christmas holidays, with storage bins broken into resulting in broken toys.

Cllr Coles requested an updated on the proposed flood defence works at Crosby bus shelter. No further prices have been submitted therefore works will be authorised by the original contractor at his earliest convenience, subject to agreement with the adjoining land owner.

MF/
SK

Cllr Coles enquired as to whether other Cllrs had considered the lighting at the new Wildlife Centre in Houghton. Cllrs Lightfoot and Nicholson agreed that the light from the building appears to be excessive therefore the Centre will be contacted to request the matter be given some consideration.

SK

Cllr Coles noted that a temporary pathway has been installed by Story's on the Eden Gate site in the area leading to the Tribune Drive estate. Persimmon are to be contacted to notify them of repeated fly-tipping on their land. Carlisle City Council are also to be asked for an update with the proposals to re-site the new play area.

SK

Cllr Fox noted that residents have been in touch regarding the M6 motorway noise survey. This will be followed up with the Highways Authority.

SK

SR 608/1/18 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Wednesday 14 February 2018 in the Village Hall, Houghton. It is noted that the Police may be present to discuss Houghton issues, dependent upon availability.

There being no further business, the Chairman closed the meeting at 20.40.

WHA
14/2/18.

STANWIX RURAL PARISH COUNCIL

**Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 14 February 2018 in the Village Hall, Houghton at 7:30 p.m.**

Present: The Chairman Cllr M Fox, Cllrs A Coles, C Duncan, A Earls (see item 611), R Gordon, A Lightfoot, C Nicholson and C Savory.

In Attendance: City Cllrs J Bainbridge and M Bowman. Two Police Officers and one member of the public.

ACTION

SR 609/2/18 Apologies for absence
No apologies were received.

SR 610/2/18 Minutes of the meeting of the Parish Council held on 10th January 2018
Resolved to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

SR 611/2/18 Co-option of New Councillor
A Earls left the room at 7.33pm and re-entered at 7.34pm after discussion of the item.
Resolved to co-opt with immediate effect, Mr A Earls to the Parish Council. Cllr Earls signed the Declaration of Acceptance of Office.

SR 612/2/18 Requests for Dispensations
No requests for dispensations were received.

SR 613/2/18 Declarations of Interest
Cllr A Coles declared an interest in all matters relating to the Eden Gate development.

SR 614/2/18 Public Participation
City Cllr J Bainbridge entered the meeting at 7.47pm.

Two Police Officers were in attendance to discuss concerns raised regarding alleged anti-social behaviour being experienced on Tribune Drive, near to the play area. The Clerk is to forward information regarding the issues being reported and patrols are to be made in this area going forward if possible. The matter is also to be taken forward to the Crime Prevention Officer to ensure that the correct provision is made with regards to planning application 17/1000.

SK

Other matters discussed included:

- A request for the public to feedback intelligence to the Police;
- A desire for increased foot patrols;
- A pilot scheme using cones adjacent to school areas to prevent irresponsible parking;
- The availability of further training for any willing 'Speedwatch' volunteers;
- The commencement of a multi-agency approach to investigating road safety on the A689.

Both Police Officers were thanked for attending and left the meeting at 7.51pm.

One resident was in attendance to raise concerns regarding dog fouling. He was informed that complaints had been raised by another resident earlier in the week and the City Council were to undertake patrols in the area. They are to be asked to include Jackson Road towards Brunstock Lane in their patrols. Public awareness of the problem is also to be increased if possible.

SK

It was also confirmed that the new hard standing area on Houghton Road is for a Police patrol van and not a bus stop. Finally it was clarified that all points noted in public participation are followed up as appropriate by the Clerk.

One member of the public left the meeting at 8.02pm.

SR 615/2/18 Financial Matters

615.1 Payments:

Resolved that the following payments be approved:

NEST Pension, February pension	£87.17
Sarah Kyle, February salary plus reimbursements	£1,165.75
Cumbria Payroll, February payroll	£18.00
Tech4Office, January printing	£15.70
HMRC, February PAYE/NI	£202.71
Crosby Parish Hall, Rental 10 January 2018	£20.00
Play Inspection Company, Operational Inspections	£240.00
CALC, VAT Training course	£50.00
Houghton in Bloom, payment of balance	£291.43
CGM, Christmas Tree/Common Land projects	£1,314.00
A&R Bouncy Castles, Houghton Fair Deposit	£50.00
Burnetts, Legal fees part payment, land registration	£900.00
Village Sign People, Houghton Fair banner letters	£12.00
TOTAL	£4,516.76

615.2 Noted: balances at bank as at 31 January 2018:

Community Account	£291.32
Money Manager Account	£67,198.51
Cash Account	£1,978.10
Expenditure to 31/01/18	£42,923.36

615.3 Review of Internal Audit Arrangements 2017/18

Resolved that the internal audit plan, including the internal auditor terms of reference, be approved for 2017/18 and continuation into 2018/19 until further review. Also **resolved** that the Council's internal audit procedures be considered effective and that the current internal auditor, Mrs G Airey, continue to be appointed until further notice.

615.4 Grant Scheme 2018/19

Resolved to open the grant scheme for 2018/19. Three amendments were proposed and accepted to the guidelines. Applications are to be received by 2 April to be considered at the meeting to be held later that month.

SR 616/2/18 Planning Matters

616.1 New Applications

18/0031 Norfels, Crosby on Eden, Carlisle, CA6 4QY - Change of Use From Agricultural Land To Dog Breeding Facilities And Erection Of Single Storey Kennel Building

Resolved: The Parish Council to recommend refusal of the application on multiple grounds including:

- The applicant has applied for a change of use from 'agricultural land' which is in clear contradiction to the owner of the property who describes it as 'residential'. It is stated that tenants have been permitted to keep livestock on the property however the presence of livestock cannot, of its self, be held to constitute agricultural use.
- The applicant states that foul sewage disposal will be to a septic tank and that waste associated with dog breeding is to be disposed of via a commercial waste operator. The applicant does not make clear if the commercial disposal will include canine faecal waste or if such waste will be disposed of to the septic tank, along with other foul sewage. The applicant also states that no hazardous/toxic waste is involved yet the commercial waste generated is likely to consist of material hazardous to health.
- The application further states that surface water will be discharged to a soakaway via an interception trap. It appears highly probable that surface water will include that generated during any hosing and disinfection procedures. The Parish Council is, therefore, concerned that interception trap may not adequately remove soluble chemicals prior to discharge to the soakaway which may then result in ground contamination.

Wmff

14/3/2018

- Additionally, the applicant states that no protected and priority species; designated sites, important habitats or other biodiversity features or features of geological conservation importance are present on land adjacent to or near the proposed development. However the site is with a few metres of the White Moss SSSI.
- The Parish Council notes public objections to the proposed change of use, including from the property owner on the grounds that the property is let as a private dwelling. Although the owner's objections do not appear material, in planning terms, in this instance they do lend weight to the status of the property as residential, rather than commercial or agricultural, and thus emphasise the inappropriateness of the proposed development. Further objections address noise nuisance from the dogs and concerns over an already noticeable increase in traffic on a narrow lane. Also, the parish council has additional serious concerns regarding possible groundwater contamination and the potential to adversely impact upon the wild fauna of White Moss SSSI through significant noise disturbance.

Also to urge that enforcement action be taken requiring immediate and permanent cessation of commercial dog breeding operations, including removal of any structures primarily associated with dog breeding.

18/0039 Land east of Village Green, Brunstock, Carlisle, CA6 4QG - Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 17/0544 To Increase Cavity Wall Width And Change In Location Of Chimney

Resolved: The Parish Council recommends the application is determined in accordance with national and local planning and conservation policy and guidance.

17/0482 Old School Cottage, Rickerby, Carlisle, CA3 9AA - Removal Of Part Of Internal Separating Wall; Installation Of Replacement French Doors; Erection Of Stud Partition Over Existing Brickwork & Erection Of Stud Partition To Form A Pantry (LBC) (Retrospective)

Resolved: The Parish Council recommends the application is determined in accordance with national and local planning and conservation policy and guidance.

18/0035 Fircroft, Houghton, Carlisle, CA6 4HZ - Erection Of Single Storey Rear Extension To Provide Dining/Kitchen; Two Storey Rear Extension To Provide Garage On Ground Floor With Office Above

Resolved: The Parish Council recommends the application is determined in accordance with national and local planning and conservation policy and guidance.

616.2 Resolved to note Permission Notices Received:

17/1018 Linstock Cottage, Linstock, Carlisle, CA6 4PY - Two Storey Rear Extension To Provide Extended Kitchen/Living Room With Utility Room To Ground Floor With Bathroom And 1no. En-Suite Bedroom Above (Revised Application)

17/0979 Madgwick, Green Lane, Crosby on Eden, Carlisle, CA6 4QN - Replacement Of Flat Roof Dormer With Pitched Tile Roof To Provide En-Suite And Dressing Room At First Floor; Formation Of First Floor Balcony To Rear Elevation

616.3 Resolved to note Appeal Notices Received:

APP/E0915/C/17/3175593 South View, The Green, Cumbria CA3 0LN - decision of Carlisle City Council upheld.

It was noted that the decision from the Inspectorate was not explained in the notification and documentation was unavailable online.

Resolved: To request a copy of the full report along with the evidence.

SK

616.4 Carlisle Airport

It had emerged that four planning applications/variation to conditions had been considered by Carlisle City Council with no consultation opportunity being given to the Parish Council, even in instances where there could be a potential impact upon residents of the parish.

Resolved: To write to Carlisle City Council and lodge a formal complaint regarding the lack of

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SK

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14/11/2018

consultation regarding airport planning matters.

616.5 Resolved to note Deferment of Application:

17/1000 Land at Hadrian's Camp, Houghton Road, Houghton, Carlisle CA3 0LG - Variation Of Condition 15 (Open Spaces & Informal Play Areas) Of Previously Approved Application 12/0610 To Allow Investment In Existing Off Site Play Area At Tribune Drive

SR 617/2/18 Clerk's Report

In addition to the items covered within the agenda, the following items were reported on:

SR 585/12/17 Beech Grove/Green Lane

Cllr Nicholson has spoken to the resident concerned and confirmed that concerns over a caravan have been resolved. Carlisle City Council have also pledged to undertake tidy-up works in Green Lane.

SR 548.3/9/17 Linstock Drainage

There has been no progress with this issue and the Clerk is to liaise with the contractor to ensure the work is completed as soon as possible, which will only be possible if rain ceases.

SR 605.1/1/18 Houghton Fair

A positive meeting was held with the Head teacher and arrangements are being made to work jointly on the Fair, to be held on 30th June. Inflatable's, a face-painter, the climbing wall and a children's entertainer have all been reserved with Brampton Silver Band also to attend.

SR 530/7/17 Land Registry

Progress is being made with the application to register common areas at Tarraby, Brunstock and Park Broom with Land Registry. Statutory Declarations are to be signed by Cllrs Nicholson and Lightfoot to progress those applications. Work remains ongoing with regards to the bus stop area at Crosby and the entirety of Houghton Village Green. The Chair and Vice-Chair, along with the Clerk, are to attend a meeting of Houghton Village Hall Management Committee to discuss their part of the application.

MF/
CN/
SK

SR 607/1/18 Wildlife Centre in Houghton

The Clerk reported the lighting situation to the Trust and they have altered the lighting. Concerns remain that the area is still illuminated throughout the night.

SR 607/1/18 Fly-Tipping

The Clerk has made contact with Persimmon regarding the fly-tipping on the piece of land adjacent to Tribune Drive and they have responding to request a map showing the location.

SR 562.3/10/17 Brunstock Common Land

Works have now progressed to tidy up the common land in Brunstock with the excess plants and bushes being removed. A tarpaulin in on site for all wood chippings to be stored upon for the creation of pathways going forward. The Clerk is currently consulting with the residents previously spoken to in Brunstock regarding whether they wish the pond to be filled in or remain as a pond area; whether they wish for pathway to be provided; and what they would like to see in the way of furniture in the area. The final decision on the pond will need to be subject also to expert opinion on drainage as well as the wishes of the community. A decision on the matters, including the future of the pond, is anticipated to be placed on the March agenda for approval. Of the responses received to date, most are opting for the filling in of the pond to ensure long-term maintenance remains easier.

F/R

SR 592.4/12/17 Crosby Parish Hall Play Area

The Clerk has submitted a grant application for funding for new equipment for the above following notification that funds were available that would be lost in the new financial year. To progress this a meeting was held on-site involving both the local play area providers and representatives from the Parish Hall Committee, as well as the Clerk and Chairman of the Parish Council. A low-cost adventure trail is being considered and will be taken forward for proper consideration in April under a project heading.

SR 573.1/11/17 Houghton in Bloom

The group have agreed to open their own account and a cheque for the balance of their funds is listed on the payment schedule.

Dog Fouling

The Clerk noted that a complaint had been received regarding dog fouling in Houghton. Carlisle City Council have agreed to undertake patrols in the area.

SR 618/2/18 Flood Recovery

Cllr Fox reported that the Environment Agency has now held drop-in events for both Rickerby and Low Crosby area residents to discuss options for defence measures. The measures proposed for Low Crosby, largely those put forward by the Flood Group, are now under consultation with work expected to begin in 2019, subject to funding and technical agreement.

SR 619/2/18 Administrative Matters

619.1 Carlisle Airport Development of RNAV Procedures Consultation

It was noted that the Parish Council was not being consulted direct on the above however the plans did involve the removal of a significant number of trees at Watchclose.

Resolved: To compile a response for submission, for agreement at the next meeting.

CN

619.2 General Data Protection Guidelines

It was reported that the Council will be required to comply with the above although very little information has yet been provided. Significant costs may be incurred with the necessary compliance measures. The Clerk is to attend a training course on 7 March and will report back at the next meeting.

SK

619.3 Digital Inclusion Workshop

Cllr Fox reported that the above workshop had been held with 11 people attending, 7 from Crosby and 4 from Hethersgill. It was agreed that the Council should help lobby for better broadband in rural areas through CALC, NALC and the local MP.

SR 620/2/18 Village Matters

620.1 M6 Motorway Noise

A response had been received from Highways England stating that there is little point in holding a meeting at present.

Resolved: The Clerk to attempt to persist with organising a meeting.

SK

620.2 Summer Play Scheme

A report had been circulated alongside the agenda detailing results from a public consultation regarding the delivery of the above. The matter will be taken forward at the March Finance/Risk group.

F/R

620.3 Winter Gritting Crosby

A quotation of £68 (£90 in snow) had been received to engage a private gritting contractor through the main road in Crosby. It was however noted that a Cumbria Highways gritter had been present in the last frost so may be unnecessary. The matter will be taken forward at the March Finance/Risk group.

F/R

620.4 Linstock Play Area

A grant of £1,000 has been received towards purchasing replacement equipment for the above. The matter will be taken forward at the March Finance/Risk group.

F/R

SR 621/2/18 Schedule of Correspondence, Notices and Publications

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

SR 622/2/18 Councillor Matters

Cllr Duncan queried whether Houghton was involved in the Walking for Health programme? It was agreed an opportunity for development existed in partnership with the footpaths leaflets.

Cllr Nicholson reported that he had informed Highways about ripped mesh on St. John's Bridge; the damage had been repaired very quickly.

Cllr Coles reported a gas incident on Eden Gate, leading to suggestion of the proposal for four gas schemes in the area.

Cllr Fox reported potholes in the west end of Crosby. These are to be reported to Highways. The general poor state of all roads in the area was noted.

Cllr Fox informed members that he would be moving out of the Parish within the next month. He would serve his term as Cllr but would be standing down as Chair from May.

SR 623/2/18 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held on Wednesday 14 March 2018 in the Parish Hall, Crosby.

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

MF

WMA62
14/3/2018

STANWIX RURAL PARISH COUNCIL

**Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 14 March 2018 in the Parish Hall, Crosby-on-Eden at 7:30 p.m.**

Present: The Chairman Cllr M Fox, Cllrs A Coles, C Duncan, A Earls, R Gordon, A Lightfoot, C Nicholson and C Savory.

In Attendance: City Cllrs M Bowman and J Bainbridge (entered 7.45pm).

ACTION

SR 624/3/18 Apologies for absence
No apologies were received.

SR 625/3/18 Minutes of the meeting of the Parish Council held on 14th February 2018
Resolved to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

SR 626/3/18 Requests for Dispensations
No requests for dispensations were received.

SR 627/3/18 Declarations of Interest
Cllrs A Coles and A Earls declared an interest in item 643.3 due to their residence on Eden Gate.

SR 628/2/18 Public Participation
No members of the public were in attendance.

SR 629/2/18 Financial Matters

629.1 Payments:

Resolved that the following payments be approved:

NEST Pension, March pension	£87.17
Sarah Kyle, March salary plus reimbursements	£1,150.76
Cumbria Payroll, March payroll	£18.00
Tech4Office, February printing	£24.54
HMRC, March PAYE/NI	£202.71
Houghton Village Hall, rental	£17.20
Houghton Village Hall, grant payment (Echo)	£400.00
2nd Carlisle Scouts, grant payment	£400.00
Houghton Community Bonfire, grant payment	£291.56
Savills, Linstock Village Green rental	£10.00
Playdale, Linstock equipment	£2,284.80
YPO, stationery	£32.74
TOTAL	£4,919.48

Also **resolved** that authorisation be given for the Clerk, in conjunction with the Finance/Risk group, to incur necessary expenditure in regards to the General Data Protection Regulations, including the appointment of a Data Protection Officer, prior to the next meeting.

**SK/
F&R**

629.2 Noted: balances at bank as at 28 February 2018:

Community Account	£430.99
Money Manager Account	£63,833.51
Cash Account	£1,978.10
Expenditure to 28/02/18	£46,858.03

629.3 Income Received

Resolved to note the receipt of £1,000 from Cumbria County Council (Linstock play area equipment replacement).

629.4 Asset Register

Resolved that the asset register be accepted and approved, including the addition of the new Linstock play area equipment.

629.5 Finance/Risk Meeting 5 March 2018

The notes of the Finance and Risk Group meeting held on 5th March 2018 had been circulated alongside the agenda. Where items were not listed on the agenda proper it was resolved that the Parish Council are to:

- Carry forward detailed items of expenditure to 2018/19 for projects unable to be completed in 2017/18;
- Increase budget for detailed headings due to known increased expenditure;
- Reduce the postages budget;
- Move the website provision to Kierweb at an expected cost of £600;
- Hold another meeting with Brunstock residents to determine the way forward with the Common Land and, in particular, the pond;
- Move the January 2019 meeting to Tuesday 22nd January to be held in Linstock WI Hall (if available); and
- Be part of the discussions taking place regarding the impact of the Kingmoor Incinerator.

SK
SK

MF

(City Cllr J Bainbridge entered the meeting at 7.45pm)

629.6 Fidelity Guarantee Insurance

Resolved that the level of Fidelity Guarantee insurance cover remains adequate at £125,000.

SR 630/3/18 Planning Matters

630.1 Resolved to note Permission Notices Received:

17/0866 22 Millcroft, Carlisle, CA3 0HX - Erection Of Single Storey Rear Extension To Provide Additional Living Accommodation; Installation Of Timber Decking To Rear

18/0039 Land east of Village Green, Brunstock, Carlisle, CA6 4QG - Variation of Condition 2 (Approved Documents) of Previously Approved Permission 17/0544 To Increase Cavity Wall Width And Change In Location Of Chimney

630.2 New Applications

18/0169 Gosling Sike Farm, Houghton Road, Houghton, Carlisle, CA3 0LD - Display Of 1no. Fascia Sign, 1no. Hanging Sign And 2no. Hoarding Signs (All Non Illuminated)

Resolved: The Parish Council to recommend that the application is refused until inconsistencies in the dimensions stated for the fascia sign and hanging sign application are addressed. Also to suggest that the dimensions offered for the fascia sign and hanging sign are unnecessary and will be over-bearing in the rural area, particularly when concerns already exist over the obtrusive lighting on the site.

SR 631/3/18 Clerk's Report

In addition to the items covered within the agenda, the following items were reported on:

SR 548.3/9/17 Linstock Drainage

There has unfortunately been no progress with the works.

SR 530/7/17 Land Registry

Statutory declarations relating to Tarraby and Brunstock have now been sent to the solicitor. Work remains ongoing with regards to Park Broom, the bus stop area at Crosby and the entirety of Houghton Village Green. A meeting was held with Houghton Village Hall Management Committee, involving the Chair, Vice-Chair and Clerk, and a separate application for the land held in trust for the Management Committee is under consideration.

SR 607/1/18 Fly-Tipping

Persimmon have confirmed they are investigating reports of fly-tipping on the piece of land adjacent to Tribune Drive.

SR 614/2/18 Tribune Drive Play Area 17/1000

Correspondence has been exchanged with the Police regarding crime prevention liaison with

Carlisle City Council with regards to the above planning application.

SR 614/2/18 Dog Fouling

The Clerk has requested that the area from Jackson Road to Brunstock Lane be included in the dog fouling patrols. This matter will be considered on the agenda proper in April, including dog fouling on the Village Green.

CD

SR 620.1/2/18 M6 Motorway Noise

The Clerk has requested further information from Highways England regarding their reluctance to meet about the above.

SR 622/2/18 Road Condition, Crosby

A letter has been sent to Highways requesting consideration be given to the road surface condition in Crosby. It was agreed by all Cllrs that the road conditions elsewhere in the Parish have deteriorated significantly and that action is to be urged, particularly on the C1012 Houghton Road, through Houghton to Tribune Drive. The deterioration of the grass verges in the area was also noted.

SK

SR 632/3/18 Flood Recovery

Cllr Fox informed Cllrs that matters remain quiet regarding detailed works as the Environment Agency digest feedback from the recently held public consultation meetings. Information is expected late April/early May.

SR 633/3/18 Administrative Matters

633.1 Asset Review

Resolved to source quotations for various maintenance works required throughout the Parish. It was noted that the slatted bench adjacent to the bus shelter in Linstock was currently undergoing emergency repairs off-site.

SK

633.2 General Data Protection Regulations

The Clerk noted her attendance at a training course regarding the above. It was stressed that the Council as a whole is required to act as the Data Controller and any measures necessary with regards to changes in policies and procedures will affect Cllrs as well as the Clerk. It was noted that there is a vast amount of work to undertake to ensure compliance. Cllrs were given a copy of the "12 steps to get ready for GDPR" and signed to confirm receipt.

Resolved:

- Clerk, in conjunction with the Finance/Risk group, to source a suitable Data Protection Officer. Expenditure authorised prior to the next meeting where required;
- Clerk to purchase templates for the necessary updated policies and procedures;
- City Cllrs Bowman and Bainbridge to feedback concerns regarding the onerous legislation to the MP and also to seek clarification as to why the City Council DPO cannot act on behalf of Parish Councils in the district.

SK/
F&R

633.3 Standing Orders and Financial Regulations

Resolved to agree a review of the Financial Regulations and Standing Orders with no changes required presently to either document. They will be updated in the near future in light of the GDPR.

633.4 Clerk's Salary/Appraisal

Resolved that the Clerk will progress to salary point 29 on the LC2 scale, effective 1 April 2018, following the completion of a satisfactory appraisal.

633.5 Community Plan - Action Plan

The quarterly update report had been circulated alongside the agenda and was received and noted. It was agreed progress is evident in many areas and the visibility of the Council in the community is increasing, along with an increase in the amount of public engagement offered.

Resolved: Cllr Earls to take over from Cllr Nicholson for Young People's services. Information relating to progress in discussions regarding the A689 safety is to be requested.

AE
SK

633.6 Carlisle Airport Development of RNAV Procedures Consultation

A draft response was circulated at the meeting, highlighting serious concerns, not only with the administration of the consultation but also with the content. It was queried as to whether a security fence will be installed due to the international flight to Dublin proposed.

Resolved: To ratify the proposed response and submit.

SK

SR 634/3/18 Village Matters

634.1 Summer Play Scheme

Consideration was given to the hosting of summer play days in 2018.

Resolved: To hold six summer play days as per the recommendation of the Finance/Risk Group. Times to increase to 9am until 4pm and cost per child to increase to £7.50 each. Increased publicity is to be requested from the organisers.

634.2 Linstock Play Area

Resolved: To approve the authorisation of the purchase of an adventure trail for Linstock. Expected installation will take place early May. The existing equipment to be removed as soon as possible.

(Cllr Gordon left the meeting at 8.48pm)

634.3 Tree Preservation Orders

Cllr Coles requested consideration be given to an application for TPO's on a number of oak trees adjacent to the Eden Gate estate. Cllr Nicholson also suggested a renewed attempt should be made at protecting the only remaining apple tree at Whiteclosegate.

Resolved: A site meeting with the Tree Officer from Carlisle City Council to be requested.

AC/
CD/
CN

634.4 Linstock Notice board

A request for a public notice board in Linstock had been received.

Resolved: To consider prices for a new public notice board for Linstock at a future meeting and to investigate suitable sites adjacent to the bus shelter for installation.

SK

SR 635/3/18 Consultations

635.1 Electoral Review of Carlisle: Warding Arrangements

Resolved: To compose a response to the above for ratification at the April meeting.

MF
/CN

SR 636/3/18 Schedule of Correspondence, Notices and Publications

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

SR 637/3/18 Councillor Matters

Cllr Coles noted that works had recently been necessary adjacent to Houghton Village Hall by United Utilities. These had been carried out very promptly.

Cllr Savory noted that a gap appears to remain in the safety netting on the motorway bridge (as reported at the last meeting). Cllr Nicholson to progress.

CN

SR 638/3/18 Date of Next Meeting

Resolved that the next meeting of the Parish Council be held on Wednesday 11th April 2018 in the Village Hall, Houghton at 7.30pm. The meeting will directly follow the Annual Parish Meeting which will commence at 7.20pm. There being no further business, the Chairman closed the meeting at 9.02pm.

WMAFSZ

11/4/2018

STANWIX RURAL PARISH COUNCIL

**Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 11 April 2018 in the Village Hall, Houghton at 7:30 p.m.**

Present: The Chairman Cllr M Fox, Cllrs A Coles, C Duncan, A Earls, R Gordon, C Nicholson and C Savory.

In Attendance: County Cllr J Mallinson. City Cllrs M Bowman and J Bainbridge (entered 8.30pm).

ACTION

SR 639/4/18 Apologies for absence

Apologies were received and accepted from Cllr A Lightfoot.

SR 640/4/18 Minutes of the meeting of the Parish Council held on 14th March 2018

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

SR 641/4/18 Requests for Dispensations

No requests for dispensations were received.

SR 642/4/18 Declarations of Interest

Cllr Nicholson declared an interest in planning applications 18/0229 and 18/0242 due to the proximity of them to his residence. Cllr Fox declared an interest in the Crosby-on-Eden grant application as part of item 644.4, due to being an appointed trustee of the Hall.

SR 643/4/18 Public Participation

No members of the public were in attendance.

SR 644/4/18 Financial Matters

644.1 Payments:

Resolved that the following payments be approved:

NEST Pension, April pension	£80.29
Sarah Kyle, April salary plus reimbursements	£1,322.88
Cumbria Payroll, April payroll	£18.00
Tech4Office, February printing	£30.70
HMRC, April PAYE/NI	£213.68
YPO, Stationery	£8.63
Brian Waugh, Crosby flood defense works	£504.00
Kierweb, redesign of website	£600.00
Crosby Parish Hall, rental	£20.00
Solway Communications, phone rental	£64.80
TOTAL	£2,862.98

644.2 Noted: balances at bank as at 31 March 2018:

Community Account	£343.51
Money Manager Account	£59,497.17
Cash Account	£1,979.55
Expenditure to 31/03/18	£52,359.60

644.3 Income Received

Resolved to note the receipt of:

- £1.45 bank interest, cash account, Cumberland Building Society
- £8.50 bank interest, money manager account, HSBC
- £487.16 vat refund, HMRC
- £979.00 for Crosby play area equipment, Cumbria County Council

644.4 Grant Scheme 2018/19

A report had been circulated prior to the meeting and the recommendations of the Finance/Risk group for sums to be awarded were considered.

Resolved: To award the following grants:

- 1st Houghton Rainbows, summer trip, £200 (LGA 1972 s145)
 - Houghton in Bloom, planting expenses, £600 (Public Health Act 1875 s164)
 - Love Your Garden, £150 (Public Health Act 1875 s164)
 - Houghton Community Group, bonfire, £306.25 (LGA 1972 s145)
 - Crosby-on-Eden Parish Hall, roof repairs, £1,300 (LGA 1972 s133)
 - Houghton Village Hall, heating repairs, £2,500 (LGA 1972 s133)
 - Carlisle Centurions, Grow the Game, £875 (Local Government Misc. Provisions) 1976 s19
 - 1st Houghton Guides, summer trip, £500 (LGA 1972 s145)
- Remaining funds will be used as an emergency reserve or for a second round in the autumn.

SR 645/4/18 Planning Matters

645.1 New Applications

18/0229 2 Whiteclosegate, Carlisle, CA3 0JE - Erection Of Single Storey Annexe To Rear Of Property

Resolved: The Parish Council expresses concerns regarding the lack of mention of any foul sewer connection or grey or surface water drainage. Concerns are also expressed that no colour of stain is specified for the natural cladding and the final appearance may fail to respect the original dwelling and neighbouring dwellings and may sit intrusively at odds within the setting of an essentially 1930's residential area.

As this is not an outline application, in order to enable a meaningful consideration of the application, the Parish Council requests further, more detailed information, relating to proposals for drainage and finishes. Until this information is made available the Parish Council must urge that planning consent be refused.

The Parish Council also notes that mature trees appear to be within falling distance of the proposal, which is in contradiction to the statement given in the application form.

18/0242 6 Whiteclosegate, Carlisle, CA3 0JD - Erection Of Single Storey Rear Extension To Provide Extended Kitchen/Dining Room

Resolved: The Parish Council recommends the application is determined in accordance with national and local planning and conservation policy and guidance.

645.2 Resolved to note Permission Notices Received:

17/0482 Old School Cottage, Rickerby, Carlisle, CA3 9AA - Removal Of Part Of Internal Separating Wall; Installation Of Replacement French Doors; Erection Of Stud Partition Over Existing Brickwork & Erection Of Stud Partition To Form A Pantry (LBC) (Retrospective)

SR 646/4/18 Clerk's Report

In addition to the items covered within the agenda, the following items were reported on:

SR 620.1/2/18 M6 Motorway Noise

No response has yet been obtained with regards to holding a meeting to discuss the way forward. The Clerk is to pursue this. It was suggested that the option to install sound baffling could be considered.

CLERK

SR 629.5/3/18 Finance/Risk Group

- Website - has now been moved to Kierweb and the re-designed site is now live;
- Brunstock Common Land - a meeting is still to be arranged with residents to determine the way forward with the Common Land and, in particular, the pond.

CLERK

SR 633.2/3/18 General Data Protection Regulations

The Clerk is currently slowly updating policies and procedures and these will be brought to the May meeting for ratification, following consideration at a Finance/Risk Group. Definitive advice on whether a DPO is required externally is still awaited.

CLERK

SR 633.6/3/18 Carlisle Airport Development of RNAV Procedures Consultation

The response was submitted and a request has been made to attend a meeting of Councillors to

CLERK

*WMMF
16/10/18*

discuss the points raised. This will be organised with the Finance/Risk group (with other interested members also) in the near future.

SR 634.1/3/18 Summer Play Scheme

Dates have been set as:

- Crosby - 25th July, 8th August and 22nd August
- Houghton - 1st August, 15th August and 29th August

SR 634.4/3/18 Linstock Notice board

Quotations for a replacement notice board are still awaited. These will hopefully be considered at the May meeting.

CLERK

SR 647/4/18 Flood Recovery

Cllr Fox informed Cllrs that the Environment Agency has been working within Crosby prior to releasing final proposals. A similar exercise has already taken place in Rickerby.

Cllr Coles raised a query as to whether a culvert under the motorway bridge at Brunstock is draining directly into the Beck? This is to be investigated.

AC/
CLERK

SR 648/4/18 Administrative Matters

648.1 Village Hall Reports - Houghton and Crosby-on-Eden

Houghton

Cllr Lightfoot had provided the Clerk with an update on matters at Houghton Village Hall. These included:

- work remains ongoing with regards to the ownership of the hall, in conjunction with the Parish Council's land registry application;
- grants have been applied for, for repairs to the ventilation system and work remains ongoing with regards to fire prevention;
- a review is underway with regards to the involvement with the Houghton Echo;
- bar arrangements have been sorted for events;
- school parking issues remain ongoing;
- a key safe and notice board is to go outside village hall; and the
- AGM is to take place 25 April.

Crosby-on-Eden

Cllr Fox reported a major issue with vandalism requiring significant roof repairs. Grants were being sourced for this work, alongside required maintenance of other areas of the roof. A "clubbercise" class is also now taking place on Wednesday evenings in the Hall.

648.2 Asset Refurbishment

Resolved: to authorise expenditure of £220 on the staining of 7 boards/benches.

SR 649/4/18 Village Matters

649.1 Tree Preservation Orders

Cllrs Coles, Earl and Duncan had met with an Officer from Carlisle City Council to discuss potential TPO's for a number of trees in Houghton. They had been informed that the policy of the City Council is to only apply a TPO if a tree is under direct and immediate threat therefore no progress will be made. The remaining apple tree at Whiteclosegate is however to be pursued with them for renewed investigation.

CN/
CLERK

649.2 Dog Fouling

The issue will be fully considered at a future meeting. An article will be placed in the Houghton Echo to remind dog owners of their obligations and measures used in South Lakeland will be investigated.

CD/CN

649.3 Memorial Bench

Resolved: To grant permission for the installation of a memorial bench for Linstock in memory of the late Cllr J Telford. A contribution towards the cost was also agreed if

WTRAF
9/5/2018

necessary.

649.4 Crosby Parish Hall Play Area

Resolved: To authorise the expenditure of £952 towards new play area equipment for Crosby-on-Eden under 5's play area (grant of £979 received towards balance).

649.5 Houghton in Bloom WW1 Commemoration

Resolved: To donate £100 towards a WW1 commemorative flower bed in Houghton.

SR 650/4/18 Consultations

650.1 Electoral Review of Carlisle: Warding Arrangements

Resolved: A response to be circulated, submitted and ratified at the May meeting.

MF/CN

City Cllrs Bainbridge and Bowman entered at 8.30pm.

SR 651/4/18 Schedule of Correspondence, Notices and Publications

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

SR 652/4/18 Councillor Matters

Cllr Nicholson expressed serious concerns regarding the failings of the planning section of the City Council website. City Cllr Bainbridge will follow up with the IT department.

Cllr Coles requested an update on the Tribune Drive/Eden Gate play area application.

SR 653/4/18 Date of Next Meeting

Resolved that the Annual Meeting of the Parish Council be held on Wednesday 9th May 2018 in the Parish Hall, Crosby-on-Eden Houghton at 7.30pm.

There being no further business, the Chairman closed the meeting at 8.40pm.

WMAFZ
9/5/2018