

STANWIX RURAL PARISH COUNCIL

**Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 11 September 2019 in the Parish Hall, Crosby-on-Eden at 7:30 p.m.**

Present: The Chairman Cllr C Nicholson (entered at 7.42pm) and Cllrs A Coles, M Ellmore (entered at 7.42pm), A Lightfoot, D Milburn, H Phillips, M Sherriff, S Splinter and N Watson.

In Attendance: City Cllrs E Mallinson and P Nedved. Two members of the public.

Cllr Phillips took the Chair.

ACTION

SR 861/9/19 Apologies for absence

Apologies were received and accepted from Cllr C Savory. City Cllr F Robson and County Cllr J Mallinson also sent apologies.

SR 862/9/19 Minutes of the meeting of the Parish Council held on 10 July 2019

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

SR 863/9/19 Requests for Dispensations

A dispensation request was received and granted to Cllr Nicholson in respect of planning application 19/0682.

SR 864/9/19 Declarations of Interest

The following interests were declared:

- Cllr Splinter declared an interest in planning application 19/0682 due to being contracted to carry out some of the works applied for and also in 871.2, being present on the payment schedule
- Cllr Lightfoot declared an interest in planning application 19/0589 and any matter relating to the Houghton Fair
- Cllr Milburn declared an interest in the St Cuthbert's Garden Village consultation, being involved with the link road associated with the project
- Cllr Nicholson declared an interest in planning application 19/0588, the applicant being known to him and also in 871.2 being present on the payment schedule

SR 865/9/19 Public Participation

One resident was in attendance to make representations regarding problems being experienced with parking in the lay-by on Houghton Village Green. A brief summary of the issues was provided, and it was requested that the Council:

- a) Provide clarity on what restrictions, if any, are applied to the lay-by
- b) Provide clarity on the intended usage of the lay-by
- c) Provide timescales for how long the lay-by should be used by vehicles
- d) Work towards a solution to redress complaints being experienced

Cllrs Nicholson and Ellmore entered the meeting at 7.42pm and Cllr Nicholson took the Chair. Cllr Nicholson offered thanks to Cllr Ellmore for leaving the meeting to collect him after his car developed a flat tyre en route to the meeting.

One resident was in attendance to provide representation regarding to a request to the Council to allow the hard surfacing of a small area of Houghton Village Green. He noted that tarmac was requested to be laid on the Green to enable up to four vehicles to park inside the property. He noted that the applicant was willing to make a donation to facilitate the request.

City Cllr E Mallinson noted that plans were in progress to redevelop the Tribune Drive play area and she vowed to ensure that the Parish Council were included in consultations.

SR 866/9/19 Planning Matters

6.1 To Ratify Decisions Taken Prior to the Meeting

19/0554 Laitholm, Park Broom, Carlisle, CA6 4QH - Change of Use of Part of Field to

Garden and Erection of Summerhouse

Resolved to ratify the previously submitted response that had been circulated prior to the meeting.

19/0586 Hartside, 46 Houghton Road, Houghton, Carlisle, CA3 0LA - Erection of Single Storey Rear Extension to Provide Extended Kitchen (Revised Application)

Resolved to ratify the previously submitted response that had been circulated prior to the meeting.

866.2 New Applications:

19/0589 12 The Green, Houghton, Carlisle, CA3 0LW - Erection of Detached Domestic Garage – to be considered alongside a request for the deregistration of a strip of land on Houghton Village Green

A report had been circulated alongside the agenda outlining the various legislation that protects the Village Green and prevents the lawful consent to change/damage its surface. It was also outlined that consent to undertake any works to change the surface of the Green cannot be granted by the Parish Council and must be considered by the Secretary of State. It was therefore **resolved** that it was not permissible to agree to the request for the hard surfacing of a strip of land to enable access required for this planning application.

With regards to the actual application, it was **resolved** that concerns should be raised regarding the lack of complete response to Highways concerns, the absence of dimensions for the garage provided and the problems experienced with surface water drainage/flooding in that particular area of Village Green, as well as to suggest the consultation of United Utilities. Also, to note the neighbouring properties concerns, advocating amendment to provide clearance and avoid overshadowing.

19/0588 25 Whiteclosegate, Carlisle, CA3 0JA - Change of Use of Agricultural Land to Garden (Retrospective)

Resolved to comment that the application form describes the existing fence as being of a similar style that agreed for 29 Whiteclosegate. The existing vertically close boarded panel fence is not, however, similar to the type and style approved at condition 2 of the consent in respect of 29 Whiteclosegate (Appn No. 18/0504). The Parish Council therefore reiterates its comments in respect of Appn 18/0504 in that it recommends determination in accordance with national and local planning policy and guidance; conditioning to be applied to specify post and wire fencing, in order to minimise possible visual intrusion into open countryside. The fencing to include the provision of ground level gaps to facilitate the free movement of hedgehogs.

Cllr Nicholson left the room for this item only.

19/0682 7,9 & 15 Whiteclosegate, Carlisle, CA3 0JA - Change of Use of Agricultural Land to Garden

Resolved to recommend determination in accordance with national and local planning policy and guidance; conditioning to be applied to specify post and wire fencing, in order to minimise possible visual intrusion into open countryside. The fencing to include the provision of ground level gaps to facilitate the free movement of hedgehogs.

19/0686 Land at Rickerby, Carlisle - Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 18/1062 (Construction of Flood Alleviation Scheme; Landscaping & Associated Works) To Make Amendments to The Alignment of The Flood Wall; Earthwork Re-Profiling & Landscaping Within the Rear Gardens Of 5 & 6 Rickerby Court

Resolved to recommend that the application be determined in accordance with local and national planning policy and guidance.

One resident left the meeting at 8.12pm

866.3 Resolved to Note Permission Notices Received:

19/0464 Kilmorey, 34 Houghton Road, Houghton, Carlisle, CA3 0LA - Erection of Single

19/0247 Land at Greymoorhill, Kingstown Road, Kingstown, Carlisle - Erection Of 25no. Dwellings (Revision of Previously Approved Permission 17/0480 To Increase the Number of Dwellings From 17no. To 25no.)

866.4 Resolved to Note Refusal Notices (Not yet Received):

18/0937 Wm Morrisons Supermarkets plc, Kingstown Road, Carlisle, CA3 0QZ - Erection of Restaurant with Drive-Through Facility

Noted that although the Parish Council was consulted on appn no formal notice of decision received despite its display on LPA website since 19 July 2019.

SR 867/9/19 Clerk's Report

A report had been circulated alongside the agenda and the Clerk provided a verbal update, where applicable, regarding the following:

753.2/12/18 Bus Stop Seating

This remains ongoing.

CLERK

767.5/1/19 Houghton Village Green Parking Barrier

This remains ongoing.

CLERK

SR 796.5 Houghton School Parking

A letter to be sent to parents was agreed prior to the summer holidays and will be circulated by school in due course.

SR 830.7/5/19 Bank Mandate

The updated bank mandates were lodged with both HSBC and the Cumberland Building Society.

18/0928 Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS

This remains ongoing.

CLERK

SR 826/5/19 Construction Works

No update is available.

Other Matters to Report:

Speedwatch

In late July and early August, the Speedwatch volunteers carried out 9 observation sessions, each lasting about one hour, and recorded 78 speeding vehicles. The data has been processed and relevant letters sent out to the offenders. Their next likely session will be in October and we would welcome more volunteers. We currently have only three active participants and the commitment required is flexible and relatively minimal.

Tribune Drive, Speeding

One complaint has been received about perceived speeding in Tribune Drive.

Houghton Road, Flooding

Flooding on Houghton Road, north of the Eden Gate estate, was reported to Highways after occurring on 11 August following persistent heavy rainfall.

Flood Recovery

A meeting of the Crosby Flood Group and the Environment Agency was held on 21 August. Dialogue continues and the Council continues to be kept informed regarding the developments with securing a suitable and effective scheme.

SR 868/7/19 Administrative Matters

868.1 Financial Regulations

Resolved to adopt updated regulations, which had been circulated to Cllrs prior to the meeting .

868.2 Risk Assessment

Resolved to adopt the risk assessment for 2019/20, which had been circulated to Cllrs prior to the meeting.

868.3 CALC Training

Consideration was given as to whether to host a bespoke CALC selective to cover the essential elements of the Effective Councillor modules 1 and 2 at a maximum cost of £300 plus hall hire.

Resolved to proceed with booking a bespoke training event, to be held in Houghton.

CLERK

868.4 Community Plan – Action Plan

The quarterly update had been circulated alongside the agenda and was **noted**. A renewed appeal for Speedwatch volunteers was made. It was also considered that a pathway from Brunstock to Houghton Hall garden centre could be included for £12 per cut, if Highways were amenable to granting consent.

868.5 Finance/Risk Group Notes

The noted from the above working group meeting, held on 16 August, had been circulated alongside the agenda. Most items were included on the agenda properly however it was **resolved** to agree recommendations to:

- Re-approve a further one year to the contract of CMG for grounds maintenance. A full retender is due in October 2020.
- Launch a campaign to try and obtain new Cllr members from the Wolsty and Pennington wards using door-to-door flyers.

CLERK

868.6 Agenda Distribution

The method to distribute the agenda and supporting papers to each Cllr was given consideration. It was proposed that only the agenda be issued in hard copy and supporting papers emailed.

Resolved: Cllrs to inform the Clerk if the above proposal is not suitable for them and to confirm how they would like their agenda and papers to be served going forward.

ALL

868.7 Brampton and Beyond

Consideration to appointing a representative to the above body ahead of attendance at their AGM was given, however it was **resolved** not to appoint a representative at the current time.

SR 869/9/19 Village Matters

869.1 Brunstock Common

It was noted that restorative works have been completed at the pond and a bench installed. Options to ensure the pond water level remains consistent will need investigating and potential drainage installed.

Resolved: A proposal for further works required to stabilise the water level to be formulated. Also resolved that investigations be made into locating the fire hydrant on site and research its potential for use.

SS

City Cllrs E Mallinson and P Nedved left the meeting at 8.42pm

869.2 Land Registry

An update was provided on each area of application to the above, noting that a lack of supporting evidence was hampering progress at Tarraby and Park Broom. Work continues on the Houghton Village Green supporting statements.

869.3 Houghton Parking

Further to the representations made under public participation, the request to consider the problem and work towards a solution was **noted**. It was acknowledged that the problem of parking in the layby was a long-standing one, with evidence of complaints being available from 1969 and therefore would not be easily resolved. (See also minute 874/9/19 below).

869.4 Summer Fun Days

A report detailing figures and costs had been circulated alongside the agenda and was **noted**. It

was agreed that the scheme had been overall a success, although numbers were down on the previous year and costs to hire the hall increased. Distribution of flyers in future years was considered also with groups and the village shop being possible outlets.

869.5 Tribune Drive Play Area

A report outlining preliminary ideas for redevelopment of the above into a leisure area, including a community asset transfer of the land to the Parish Council, had been circulated alongside the agenda and was considered, taking into account comments made regarding redevelopment by City Cllr E Mallinson during public participation.

Resolved to send a copy of the report to City Cllr E Mallinson and to D Crossley of Carlisle City Council to enable discussions to commence.

HP

869.6 Houghton Fair Meeting

It was noted that a planning meeting is to be held on 1st October at 7pm in Houghton Village Hall. Flyers to be distributed door-to-door in Houghton have been obtained and Cllrs were requested to assist in their distribution.

ALL

869.7 Houghton Goal Mouths

Resolved to proceed with restorative works to the above and authorise necessary expenditure of £485 plus VAT to Colvilles Grounds Maintenance.

CLERK

869.8 Eden Gate Play Area

Cllr Coles informed Cllrs that issues existed with anti-social behavior in the area and on the estate. It was noted that previously mentioned drainage issues appear to be resolved.

870/9/19. Consultations

870.1 BT Phone Box Removal

Consideration was given to the proposed removal of telephone boxes in Houghton, Linstock, Rickerby and Crosby.

Resolved not to object to the proposals but to advertise the plans on social media in case any resident wishes to make representations.

CLERK

870.2 St Cuthbert's Garden Village: Consultation on Stage 2 Masterplan Draft Options

Cllrs were requested to consider the circulated documents regarding the above and send any comments, particularly regarding how the infrastructure will affect residents North of the city, to the Clerk before 1st October for collation.

ALL

870.3 5G Mobile Coverage in Rural Areas

Cllrs were requested to consider the circulated documents regarding the above and formulate comments for consideration at the October meeting.

ALL

SR 871/9/19 Financial Matters

871.2 Payments:

Resolved that the following payments be approved:

NEST Pension, September pension	£94.29
Sarah Kyle, September salary and reimbursements	£1,381.51
HMRC, September PAYE and NI	£222.57
Cumbria Payroll, September payroll	£18.00
Tech4Office, July/Aug/Sept printing	£50.83
Susan's Farm, rental July	£36.00
Burnetts, legal fees	£358.00
PFK, audit	£360.00
C Nicholson, reimbursements	£35.00
CGM, grounds maintenance	£1,498.80
Houghton Village Hall, rental	£288.00
Houghton Village Hall, grants	£1,550.00
S Splinter, Brunstock works	£550.00
Right Print, Flyers	£46.00

GLL, summer play scheme	£1,072.50
Crosby Parish Hall, rental	£290.00
TOTAL:	£7,851.50

872.2 Noted: balances at bank as at 31st August 2019:

Community Account	£683.22
Money Manager Account	£79,298.49
Cash Account	£3,919.45
Income to 31/08/19	£56,299.89
Expenditure to 31/08/19	£24,817.78

872.3 Income Received

Resolved to note the following income received:

- £10.00 Houghton Fair income
- £966.24 VAT HMRC
- £7.00 Nether Denton Parish Council SLCC Contribution

872.4 Grant Scheme 2019/20

Resolved to host a second round of grant funding using the remaining budget (decision of applications received to be considered at the November 2019 meeting).

CLERK

872.5 Audit

Resolved to note the successful completion of the external audit 2018/19 with no matters to bring to the attention of the Council. Also, to **note** the display of the conclusion of notice of audit on both notice boards and website and the certificate on the website, before the end of September.

872.6 Internal Auditor

It was noted that the current internal auditor had given notice and a replacement had subsequently been sought. The full appointment documentation will be considered at the October meeting.

SR 873/9/19 Schedule of Correspondence, Notices and Publications

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

SR 874/9/19 Councillor Matters

Cllr Nicholson noted that the matter of reimbursement for the Clerk's additional hours was not listed on the agenda for consideration. The Clerk thanked Cllrs for their kind offer but confirmed that the additional time accrued had been used as time in lieu over the summer holidays.

One resident left the meeting at 9.15pm

Cllr Coles noted that planning issues continued to be investigated with Carlisle City Council in relation to the Eden Gate estate as well as safety considerations with the Fire Service. He also requested Cllr Milburn give his opinion on the algae present on the suds pond. It was also noted that an NHS dentist is available in Gretna for any resident unable to find one in the Carlisle district.

DM

Cllr Ellmore requested that priority be given to discussing the problems with the parking in Houghton layby (min. 869.3 refers). It was therefore agreed that a sub-group will meet to discuss the matter ahead of the October meeting.

CLERK

SR 875/9/19 Date of Next Meeting

Resolved that the next meeting of the Parish Council be held on Wednesday 9th October 2019 in the Wildlife Trust Centre, Houghton at 7.30pm. There being no further business, the Chairman closed the meeting at 9.25pm.