

STANWIX RURAL PARISH COUNCIL

Minutes of a Virtual Meeting of Stanwix Rural Parish Council held on Wednesday 13 May 2020 at 7:30 p.m.

Present: The Chairman Cllr C Nicholson, Cllrs A Coles, M Ellmore, D Milburn, H Phillips, C Savory, S Splinter and N Watson.

In Attendance: City Cllrs E Mallinson, P Nedved and F Robson. County Cllr J Mallinson. The Clerk, S Kyle.

Cllrs and ward members were welcomed to the first virtual meeting of the Parish Council, being held online due to the COVID-19 pandemic.

ACTION

SR 957/05/20 Apologies for absence

Apologies were received and accepted from Cllrs A Lightfoot and M Sherriff.

SR 958/05/20 Requests for Dispensations and Declarations of Interest

No requests for dispensations were received and no declarations of interest were made.

SR 958/05/20 Minutes of the meeting of the Parish Council held on 11 March 2020

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

SR 959/05/20 Public Participation

City Cllr E Mallinson noted receipt of a letter from the Parish Council, outlining concerns regarding the felling of trees adjacent to Antonine Way, in land believed to be owned by the Parish Council. She outlined difficulties in the establishment of ownership of the strip, believed to belong to Persimmon Homes and offered to forward correspondence to the Clerk, for review.

City Cllr P Nedved questioned whether any progress had been made in registering the Stag Inn, Crosby-on-Eden, as an Asset of Community Value? It was noted that community support had been difficult to obtain therefore no progress had been made with the application to date.

County Cllr J Mallinson noted that Highways teams continued to work, under pandemic restrictions. He also noted that discussions continued with regards to Environment Agency work in Low Crosby.

SR 560/05/20 Administrative Matters

561.1 Virtual Meeting Standing Orders Amendment

An addendum to the Standing Orders had been circulated alongside the agenda to enable the Council to meet virtually during the pandemic.

Resolved to adopt the standing orders with immediate effect.

561.2 Memorial Bench Policy

A guidance note and application form for residents wishing to install a memorial bench had been circulated to all Cllrs prior to the meeting.

Resolved to adopt the guidance note and application form with immediate effect.

SR 961/05/20 Planning Matters

961.1 To Ratify Responses Made Prior to the Meeting

Under delegated working arrangements, all suggested planning responses had been circulated to Cllrs and submitted upon agreement by a minimum of five Cllrs. It was subsequently **resolved** to ratify the following submitted responses. Full submissions can be viewed on the Carlisle City Council website.



20/0160 Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS - Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 18/0928 (Erection Of 2no. Detached Dwellings) To Modify Red Line Site Boundary in South West Corner

20/0161 Meadow Cottage, Tarraby, Carlisle, CA3 0JS - Erection of Detached Garage

19/0982 (LBC) & 19/0983 The Old Vicarage, Crosby on Eden, Carlisle, CA6 4QZ - Erection of Detached Garden Room (Part Retrospective)

20/0239 Beck Farm, Crosby on Eden, Carlisle, CA6 4QN - Erection Of 2no. Dwellings (Outline)

20/0099 Brackenthwaite, Whiteclosegate, Carlisle, CA3 0HY - Conversion and Extension of Existing Detached Garage/Accommodation to Provide Annexe (Additional bat survey information)

**19/0503 Houghton Hall Garden Centre, Houghton, Carlisle, CA6 4JB -Siting of Hand Car Wash and Valet Facility Including Canopy and Portable Office Store Building (Revised Application)
(Additional correspondence with regards to complaint over procedural issues)**

20/0236 39 Whiteclosegate, Carlisle, CA3 0JA - Change of Use of Agricultural Land to Residential; Together with Erection of Single Storey Side and Rear Extension to Provide Dining Room

961.2 To Note Planning Decisions Notices Received:

20/0024 Houghton Hall Garden Centre, Houghton, Carlisle, CA6 4JB - Enclosure of Existing Open Sided Canopy for Unheated Retail Space; Erection of Open Sided Canopy; Demolition of Part of a Covered Walkway

20/0070 Harker Grange, Houghton, Carlisle, CA6 4HY - Erection of Replacement Porch/Reception

20/0136 13 Smithy Croft, Houghton, Carlisle, CA3 0NS - Demolition of Existing Garage and Outhouse; Erection of Two Storey Side and Single Storey Rear Extension to Provide Lounge, Utility and Kitchen/Dining Room on Ground Floor With 1no. En-Suite Bedroom Above

20/0138 Land at Orchard Gardens, Houghton, Carlisle, CA3 0LH - Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 16/0597 (Erection Of 4no. Bungalows) To Change Site Layout, Dwelling Design and Reduction in Number of Dwellings From 4no. To 3no.

19/0982 (LBC) & 19/0983 The Old Vicarage, Crosby on Eden, Carlisle, CA6 4QZ - Erection of Detached Garden Room (Part Retrospective)

20/0160 Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS - Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 18/0928 (Erection Of 2no. Detached Dwellings) To Modify Red Line Site Boundary in South West Corner

20/0161 Meadow Cottage, Tarraby, Carlisle, CA3 0JS - Erection of Detached Garage

20/0149 Land at Rickerby, Carlisle - Variation Of Condition 7 (Mitigation Measures) Of Previously Approved Permission 18/1062 (As Varied By 19/0686) For The Construction Of Flood Alleviation Scheme; Landscaping & Associated Works - To Substitute These With The Mitigation Measures/Details Set Out In The Submitted Ecological Impact Assessment Addendum And Updated Habitats Regulations Assessment

Withdrawn Applications

20/0031 Land adjacent to Avalon, Rickerby, Carlisle, CA3 9AA - Erection Of 1no. Detached Dwelling with Ancillary Detached Garage

SR 962/05/20 Financial Matters

962.1 Payments:

Resolved that the following payments be retrospectively approved:

Financial Year 2019/20 Additional Payments

At Home PC, Office 365 subscription	£78.00
Play Inspection Company, quarterly inspection	£240.00
Cumbria County Council, signage	£102.00
	£420.00

Financial Year 2020/21

April

NEST Pension, April pension	£94.29
Sarah Kyle, April salary and reimbursements	£1,449.25
HMRC, PAYE and NI April	£212.01
Cumbria Payroll, April payroll	£18.00
Tech4Office, Feb/March printing	£30.82
Border Pest Control, mole removal	£84.00
Kierweb, website updates	£20.00
Solway Communications, phone rental	£64.80
Cluaran Landscape Services, grounds maintenance	£468.00

May

Came & Company, insurance	£1005.56
Gordon Consultancy Ltd, audit	£216.00
Burnetts, legal fees	£1,344.00
SLCC, subscription	£202.00
Houghton in Bloom, grant	£600.00
Village Sign People, signage	£12.00
Cluaran Landscapes, grounds maintenance	£858.00
Tech4 Office, printing	£30.82

TOTAL: £7,149.90

962.2 Noted: balances at bank as of 30th April 2020:

Community Account	£57,120.47
Money Manager Account	£0.00
Cash Account	£30,000.00
Unity Bank	£17,400.00

Income to 30/04/20	£46,500.00
Expenditure to 30/04/20	£3,041.17

Unbanked deposits total £1008.05. Uncollected direct debits total £94.29.

962.3 Unity Bank

Resolved to retrospectively approve the opening of a new bank account with Unity Bank.

962.4 Grant Scheme 2020/21

Grant awards had been discussed and approved under the pandemic working arrangements and a summary circulated alongside the agenda. It was subsequently **resolved** to ratify the following grants awarded:

- 1st Houghton Rainbows, summer trip, £250 (LGA 1972 s145)
- Houghton in Bloom, planting expenses, £600 (Public Health Act 1875 s164)

- Houghton in Bloom, Battle of Britain display, £150 (Public Health Act 1875 s164)
- Susan's Farm, community bonfire, £350.00 (LGA 1972 s145)
- Crosby-on-Eden Parish Hall, new chairs, £400.00 (LGA 1972 s144)
- Houghton Village Hall, refurbishment works, £2,100.00 (LGA 1972 s144)
- Crosby Parish Magazine, £150 (LGA 1972 s142)
- Linstock WI Hall, resurface entrance, £1,056.00 (LGA 1972 s133)

Remaining funds will be used as an emergency reserve and for a second round in the autumn.

SR 963/05/20 Annual Governance and Accountability Return 2019/20

963.1 Internal Audit Report

Resolved to receive, note, and accept the end of year internal auditors report for the financial year 2019/20, which had been circulated alongside the agenda. No matters were brought to the attention of the Council for action.

963.2 Annual Governance and Accountability Return (AGAR) Annual Governance Statement for the Year Ended 31st March 2020

Resolved to approve the Annual Governance Statement and authorise the Chairman to sign the annual return.

963.3 Statement of Accounts to Year Ended 31st March 2020

Resolved to approve the Accounting Statements 2019/20 and authorise the Chairman to sign the annual return.

SR 964/05/20 Clerk's Report

Further to the March meeting, the following items are to report on:

SR 953.3/03/20 Walks and Footpath Leaflets

Work remains ongoing to put together the above leaflets.

SR 954.1/03/20 Community Asset Transfer, Whiteclosegate

The TPO request for the apple tree on the above land has been submitted; work is postponed on the actual CAT until further notice.

SR953.6/03/20 Tree Survey

Quotations are being sought by the Clerk and will be considered in the late summer/autumn.

SR 898.4/11/19 Tribune Drive Play Area

Due to the ongoing COVID-19 crisis, the planned meeting has been postponed.

SR 938.3 The Stag Inn, Crosby

Insufficient feedback has been available from the community therefore progress to register the asset as a community asset has been postponed.

SR 939.1 A689 Safety

This matter remains ongoing.

SR 955/03/20 Brunstock Pond

Work remains ongoing. The depth of the pond was queried, and it was noted that a pair of ducks are now nesting on the pond.

SR 943/02/20 Tree Works

Correspondence has been exchanged with Carlisle City Council regarding the over-zealous tree felling reported at the February meeting. The issue remains ongoing.

Other Matters

Timber Wagons, A689

Concerns have been re-raised regarding the above. Work to address the situation is to begin.

Kingmoor Incinerator

Correspondence has been received regarding the ongoing plans for the above.

Flooding

A teleconference call was attended by Cllrs Nicholson and Ellmore, hosted by the Environment Agency. Work to establish plans for flood defences from the EA remain ongoing.

SR 965/05/20 Councillor Matters

Cllr Nicholson referred Cllrs to an email sent by the Clerk, with regards to the summer play days. Discussion was held regarding the lack of availability at both venues and cost implications due to restrictions necessary to ensure social distancing. It was therefore **resolved** that there was no alternative but to cancel the 2020 days. County Cllr Mallinson noted that he may have some small-scale funding towards an alternative children's project if necessary.

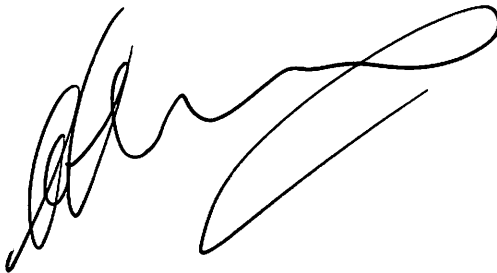
Cllr Nicholson also mentioned the tree felling, as discussed under public participation, urging that the City Council act in writing to residents to prevent further tree felling. City Cllr E Mallinson suggested involving the planning department in case of any statutory implications.

The application for the TPO on the apple tree at Whiteclosegate was also discussed, along with the potential application for an asset transfer of the land upon which it sits, including historical discussions regarding potential highways usage. Cllr Nicholson noted the tree was potentially a 'Carlisle Codlin' ancient variety.

SR 966/05/20 Date of Next Meeting

Noted that the next virtual meeting of the Parish Council will be called by electronic summons.

There being no further business, the Chairman closed the meeting at 7.55pm.

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

STANWIX RURAL PARISH COUNCIL

Minutes of a Virtual Meeting of Stanwix Rural Parish Council held on Wednesday 8 July 2020 at 7:30 p.m.

Present: The Chairman Cllr C Nicholson, Cllrs A Coles, M Ellmore, A Lightfoot, D Milburn, H Phillips, C Savory and N Watson.

In Attendance: City Cllrs E Mallinson and F Robson. County Cllr J Mallinson (joined 8.30pm). Four members of the public. The Clerk, S Kyle.

SR 967/07/20 Apologies for absence

Apologies were received and accepted from Cllr M Sherriff and City Cllr P Nedved. Apologies were also accepted from County Cllr J Mallinson before his arrival.

ACTION

SR 968/07/20 Requests for Dispensations and Declarations of Interest

No requests for dispensations were received. Cllr Ellmore declared an interest in item 571.1, being involved with the organisation of the Farmers Market.

SR 969/07/20 Minutes of the meeting of the Parish Council held on 13 May 2020

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

SR 970/07/20 Public Participation

City Cllr E Mallinson noted comments to be made regarding the Tribune Drive play area and the Millcroft to Whiteclosegate footpath. These to be raised under the relevant agenda items. She also noted that a report of perceived speeding on Brunstock Lane had been reported to the relevant authority and that she was currently working with police to organise speed awareness measures on Brampton Road. Speeding on the A689 and Houghton Road were also noted by Cllrs. It was pointed out that the speed camera van was usually in attendance on Brampton Road at quieter mid morning times of the day when the highest speeds, especially by HGVs, were usually witnessed 22:30pm – 04:00 am.

City Cllr F Robson noted that she had been dealing with numerous complaints regarding anti-social behaviour at the Eden Gate play area.

No comments were made by attending members of the public.

SR 571/07/20 Village Matters

571.1 Farmers Market

Resolved to confirm permission for the Farmers Market to be held on Houghton Village Green on Saturday 11th July. Cllr Ellmore confirmed he will monitor parking arrangements to ensure cars do not damage the Village Green.

571.2 Goalposts

Consideration was given to the purchase of new, smaller goals for Houghton Village Green, following the removal of the existing ones.

Resolved to proceed with the purchase of new steel goals at an estimated cost of £1000. These to be installed on the Green immediately in a temporary location to enable the damaged surface to be repaired.

SK

571.3 Tribune Drive Play Area

City Cllr E Mallinson updated Cllrs regarding the high number of responses received to the consultation and she thanked residents for being involved. She noted that the area will be fully inclusive for all abilities and explained that rubber safety surfacing was too expensive. Cllr Phillips had also met onsite with the lead City Council officer and was reassured that drainage works are

planned for the area. He also informed Cllrs that a community group was to investigate fundraising to further enhance the area.

571.4 Crosby Nest Swing

Resolved to proceed with a replacement swing seat at a cost of £1325.98 plus VAT from Playdale.

SK

571.5 Millcroft to Whiteclosegate Footpath

City Cllr Mallinson and Cllr Nicholson informed members that a fence had been erected by the owners of adjoining property, Brackenthwaite, reducing the walkway on the established route between Millcroft and Whiteclosegate. It was noted that the footpath is not currently registered on the definitive map as a Public Right of Way.

Resolved that the Parish Council act as the lead group to apply under the Wildlife and Countryside Act 1981 to have a Public Right of Way registered. The application to be submitted once evidence and statements from members of the public have been obtained.

CN
SK

SR 972/07/20 Planning Matters

972.1 To Ratify Responses Made Prior to the Meeting

Under delegated working arrangements, all suggested planning responses had been circulated to Cllrs and submitted upon agreement by a minimum of five Cllrs. It was subsequently **resolved** to ratify the following submitted responses. Full submissions can be viewed on the Carlisle City Council website.

20/0366 Land opposite Crosby Moor Garage (Field No. NY4559 9384), Crosby on Eden, Carlisle - Erection of General-Purpose Agricultural Storage Shed

20/0315 1 Rickerby House, Rickerby Mews, Rickerby, Carlisle, CA3 9AA - Provision Of New Doors, With Existing Structural Openings, Between The Main House And Annexes At Ground And First Floor Levels And Reinstatement Of An Original Internal Door Opening At Ground Floor Level To The Main House (LBC)

20/0326 The Old Sawmill, Linstock, Carlisle, CA6 4PY - Demolition of Existing Sawmill Building; Erection of Contractors Office/Storage Unit

20/0386 Walby Hall Farm, Birky Lane, Walby, Carlisle, CA6 4QL - Agricultural Building to Cover Existing Silage Clamp

20/0391 6 Jackson Road, Houghton, Carlisle, CA3 0NW - Erection of Two Storey Side and Single Storey Front and Rear Extension to Provide Sitting Room, Shower Room, Utility and Kitchen/Dining Room on Ground Floor Together With 1no. En-Suite Bedroom Above

20/0406 42 Antonine Way, Houghton, Carlisle, CA3 0LG - Erection of Detached Garden Room

972.2 To Note Planning Decisions Notices Received:

20/0239 Beck Farm, Crosby on Eden, Carlisle, CA6 4QN - Erection Of 2no. Dwellings (Outline)

20/0236 39 Whiteclosegate, Carlisle, CA3 0JA - Change of Use of Agricultural Land to Residential; Together with Erection of Single Storey Side and Rear Extension to Provide Dining Room

20/0081 Land to the rear of 28 Beech Grove, Houghton, Carlisle, CA3 0NU - Erection of Detached Dwelling and Garage Together with Associated Access and Landscaping

20/0315 1 Rickerby House, Rickerby Mews, Rickerby, Carlisle, CA3 9AA - Provision of New Doors, With Existing Structural Openings, Between the Main House and Annexes at Ground and First Floor Levels and Reinstatement of An Original Internal Door Opening At Ground Floor Level to The Main House (LBC)

20/0099 Brackenthwaite, Whiteclosegate, Carlisle, CA3 0HY - Conversion and Extension of Existing Detached Garage/Accommodation to Provide Annexe

972.3 To Consider New Planning Applications:

20/0385 Houghton House Farm, Houghton, Carlisle, CA6 4DX - Erection of Detached Garage and Change of Use of Former Dairy to Residential to Accommodate A Biomass Boiler Together with The Formation of a Ha-Ha

Resolved that a proposed response will be formulated and circulated prior to submission and ratification at the September meeting.

CN

20/0432 45 Antonine Way, Houghton, Carlisle, CA3 0LG - Erection of Single Storey Side Extension to Provide Office and Playroom

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

SK

SR 973/07/20 Consultations

973.1 Code of Conduct

Documentation had been circulated prior to the meeting via email; Cllrs were requested to submit comments to the Clerk by 31 July if desired.

ALL

974/07/20 Highways Matters

974.1 A689

A letter from a resident from Crosby Moor had been received regarding safety concerns regarding, primarily, speeding on the A689. The matters will be raised with County Cllr Mallinson and Highways.

SK

County Cllr Mallinson entered the meeting at 8.30pm.

Ongoing concerns regarding the Brunstock A689 junction were raised. County Cllr Mallinson confirmed that he can lobby for 'No Right Turn' signage and potentially some modification to the left ingress however additional lanes would not be financially feasible. He will request consideration be given to a reduction in the speed limit.

974.2 B6264

Cllr Savory reported that investigations into the HGV usage on the above had been commenced with traffic data being analysed initially. He noted that weight limit signage on the road was incorrectly placed. City Cllr Mallinson offered to take up the matter as she was already heavily involved with residents' concerns.

Resolved to continue analysis and to gather resident opinion whilst requesting that signage be moved to a better location.

CS

CN

SK

975/07/20 Clerk's Report

Antonine Way/Eden Gate Tree Works/Land Ownership

Correspondence has been exchanged with the City Council regarding the tree works undertaken at the above. Additional correspondence has also been exchanged regarding a fence erected on the land, which has been installed by the City Council legitimately. The land in question is in the ownership of a third party. An onsite meeting is being arranged to discuss the matter further on Thursday 9th July.

CN

HP

ME

Memorial Bench

The policy was placed onto the website. No applications have been received to date.

Annual Governance and Accountability Return 2019/20

The annual return has been submitted.



Walks and Footpath Leaflets

Work remains ongoing.

Kingmoor Incinerator

Cllr Nicholson has been nominated as the contact for the taskforce.

Flooding

Correspondence between the Crosby Flood Group and Environment Agency remains ongoing, with small amounts of progress being made.

Allotments

One request for provision has been made informally to a Cllr.

Anti-Social Behaviour, Eden Gate

Reports have been received of renewed anti-social behaviour at Eden Gate.

Brunstock Lane

A complaint has been received regarding vehicles driving at excessive speeds on the above. The matter has been referred to the PCSO via the ward members.

976/07/20 Financial Matters

976.1 Payments:

Resolved that the following payments be approved:

NEST Pension, May	£94.29
Sarah Kyle, salary and reimbursements, May	£1396.79
HMRC, PAYE and NI, May	£212.01
Cumbria Payroll, May payroll	£18.00
NEST Pension, June	£94.29
Sarah Kyle, salary and reimbursements, June	1324.18
HMRC, PAYE and NI June	£212.21
Cumbria Payroll, June payroll	£18.00
Crosby Parish Hall, grant part-payment	£1972.70
Cluaran Landscapes, grounds maintenance	£1326.00
NEST Pension, July pension	£94.29
Cumbria Payroll, payroll July	£18.00
Equiphase, domain renewal	£17.00
Houghton In Bloom, grant	£153.58

976.2 Noted: balances at bank as of 30th June 2020:

Cash Account	£30,008.05
Unity Bank	£63808.24

Income to 30/06/20	£46,582.97
Expenditure to 30/620	£14,119.24

976.3 Receipts

Resolved to note the receipt of income:

£11.00 Hethersgill Parish Council, SLCC contribution
£50.00 Hethersgill Parish Council, Training contribution
£11.00 Scaley Parish Council, SLCC Contribution
£10.97 HSBC, Bank Interest

SR 977/07/20 Councillor Matters

Cllr Savory reported a blocked gully adjacent to 36 Houghton Road. The issue will be forwarded to County Cllr Mallinson as Highways reports have the matter repaired when it is still blocked.

CN

CN

CS
SK

Cllr Coles requested an update on both the planting of the poppy seeds and the M6 motorway noise. The Clerk reported that new seeds would need to be purchased and planted at the appropriate time. County Cllr Mallinson recalled that the M6 will be in line for quieter surfacing as and when renewal is due.

Cllr Nicholson reported that he had been working with a Houghton resident regarding flooding from the nearby drain. Correspondence was being exchanged with United Utilities and this will be forwarded to County Cllr Mallinson for attention.

CN

Cllr Nicholson also mentioned that an application to register The Near Boot public house as an Asset of Community Value may be required. The matter will be placed on the September agenda for consideration.

CN

Cllr Nicholson further noted the partial erection of a small wall on Houghton Village Green. This matter was being dealt with by the Clerk.

SK

All members of the public and City/County Cllrs left the meeting at 9pm.

Exclusion of Press & Public - Part B Item

Resolved that the following item be considered confidential and exclusion of members of the public or press be permitted under the Local Government Act 1972.

SR978/07/20 Brunstock Pond

Resolved to authorise expenditure to recover costs incurred to enable rectification works.

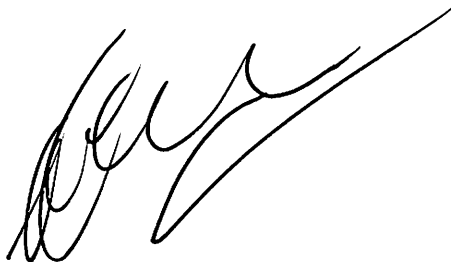
CN

SK

SR 979/07/20 Date of Next Meeting

Resolved that the next virtual meeting of the Parish Council will be held on Wednesday 9th September at 7.30pm.

There being no further business, the meeting was closed at 9.25pm.



STANWIX RURAL PARISH COUNCIL

**Minutes of a Virtual Meeting of Stanwix Rural Parish Council held on
Wednesday 9 September 2020 at 7:30 p.m.**

ACTION

Present: The Chairman Cllr C Nicholson, Cllrs A Coles, A Lightfoot, D Milburn, H Phillips (arrived 7.40pm), C Savory, S Splinter and N Watson.

In Attendance: City Cllrs E Mallinson and F Robson. County Cllr J Mallinson. One member of the public. The Clerk, S Kyle.

SR 980/09/20 Apologies for absence

Apologies were received and accepted from Cllrs M Ellmore, M Sherriff and City Cllr P Nedved.

SR 981/09/20 Requests for Dispensations and Declarations of Interest

No requests for dispensations were received and no declarations of interest were made.

SR 982/09/20 Minutes of the meeting of the Parish Council held on 8 July 2020

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

SR 983/09/20 Public Participation

The Crosby Flood Group representative was in attendance to outline progress to date with the flood defences proposed for Crosby-on-Eden. He outlined that the preferred option (between hard defences or utilisation of the flood plain in Warwick Holme) were still being modelled with details and costings not yet available. It was clarified that the motorway will not act as a barrier to using the natural flood plain. It was still hoped that, although no physical work will begin this year, measures could still be in place for the 2021/22 flood season. Discussion regarding the two schemes is still anticipated, with community consultation pledged by the EA. The Parish Council offered its continuing support for the community's efforts in seeking to progress the project as quickly as possible. The support of the City and County Cllrs was also requested.

SK

Cllr Phillips arrived at 7.40pm.

One member of the public left the meeting at 7.46pm.

City Cllr E Mallinson noted that the Whiteclosegate to Millcroft footpath application is now at the planning stage; she is to ensure that Cllr Nicholson is notified of when it will be heard by the panel, in order that he may represent the Parish Council.

County Cllr J Mallinson noted that he has prepared a letter for Brunstock residents regarding a potential proposal to ban right hand turns from/to the A689 junction. He also noted drainage issues to be discussed later in the agenda.

City Cllr F Robson noted continuing anti-social behaviour on Eden Gate, primarily in the Story controlled play area. She urged that all incidences are reported to the Police so that evidence can be collated. Cllr Coles noted the situation had improved following the erection of a fence by an adjacent landowner.

SR 984/09/20 Village Matters

984.1 The Near Boot Inn

Consideration was given to making an application to register The Near Boot Inn as an asset of community value with reasons for its need presented.

Resolved to submit the application to Carlisle City Council.

SK

984.2 Linstock Picnic Benches

Resolved to approve expenditure already incurred on two replacement picnic benches and to proceed with the purchase of a third for installation in the play area at a cost of £440 plus VAT.

SK

984.3 Trees

Resolved to proceed with tree pruning works in Houghton, in accordance with the previously circulated risk assessment, at a cost of £480 plus VAT. Works to trees in other areas of the parish will follow on throughout the autumn and winter.

984.5 Brunstock Pond

This item was deferred to the end of the meeting, for consideration as part of a supplementary confidential item to which it referred.

SR 985/09/20 Planning Matters

985.1 To Ratify Responses Made Prior to the Meeting

It was **resolved** to ratify the following already submitted responses. Full submissions can be viewed on the Carlisle City Council website.

20/0385 Houghton House Farm, Houghton, Carlisle, CA6 4DX - Erection of Detached Garage and Change of Use of Former Dairy to Residential to Accommodate A Biomass Boiler Together with The Formation of a Ha-Ha
And

20/0385 Houghton House Farm, Houghton, Carlisle, CA6 4DX - Erection of Detached Garage and Change of Use of Former Dairy to Residential to Accommodate A Biomass Boiler Together With
The Formation of a Ha-Ha (Amended Application)

20/0326 The Old Sawmill, Linstock, Carlisle, CA6 4PY - Demolition of Existing Sawmill Building; Erection of Contractors Office/Storage Unit

20/0451 Land adjacent to Avalon, Rickerby, Carlisle, CA3 9AA - Erection Of 1no. Detached Dwelling with Integral Garage (Revised Application)

20/0477 Land to the north east of, Windsor Way (Tarraby View), Carlisle - Erection Of 90no. Dwellings (Revision of Previously Approved Permission 14/0778 To Increase Dwellings From 72no. To 90no. (Phase 2))

20/0506 Old School Cottage, Rickerby, Carlisle, CA3 9AA - Replacement of Front Porch (LBC)

20/0547 25 Hadrian Way, Houghton, Carlisle, CA3 0LU - Erection of Single Storey Rear Extension to Provide Sunroom

20/0588 43 Jackson Road, Houghton, Carlisle, CA3 0NP - Partial Demolition of Existing Rear Extension & Conservatory; Erection of Single Storey Rear Extension to Provide Extended Kitchen/Living Area & Covered Raised Decking Area

20/0581 Rondo Cottage, Linstock, Carlisle, CA6 4PZ - Replacement Timber Front Door & Regularisation Of PVCu Windows And Doors to Rear Elevation (LBC)

985.2 To Note Planning Decisions Notices Received:

20/0386 Walby Hall Farm, Birky Lane, Walby, Carlisle, CA6 4QL - Agricultural Building to Cover Existing Silage Clamp

20/0391 6 Jackson Road, Houghton, Carlisle, CA3 0NW - Erection of Two Storey Side and Single Storey Front and Rear Extension to Provide Sitting Room, Shower Room, Utility And Kitchen/Dining Room on Ground Floor Together With 1no. En-Suite Bedroom Above

20/0406 42 Antonine Way, Houghton, Carlisle, CA3 0LG - Erection of Detached Garden Room

20/0432 45 Antonine Way, Houghton, Carlisle, CA3 0LG - Erection of Single Storey Side Extension to Provide Office and Playroom

20/0451 Land adjacent to Avalon, Rickerby, Carlisle, CA3 9AA - Erection Of 1no. Detached Dwelling with Integral Garage (Revised Application)

SR 986/09/20 Consultations

986.1 Planning for the Future White Paper

The above had been previously circulated to Cllrs and any comments are to be forwarded to the Clerk by 30 September for collation and submission in October.

ALL

986.2 Local Government Reorganisation in Cumbria

Information has been circulated ahead of formal consultation on any proposed changes.

986.3 Climate Change: Consultation on Carlisle Strategy

The consultation had been circulated via email and Cllrs should forward any comments to the Clerk prior to Wednesday 16th September to allow for collation before the deadline.

ALL

SR 987/09/20 Administrative Matters

987.1 Risk Assessment

The risk assessment and financial risk assessment for 2020/21 had been circulated alongside the agenda.

Resolved to accept both documents for the current council year.

987.2 Community Action Plan

The updated quarterly review had been circulated alongside the agenda. Cllr Phillips noted that an overhanging tree branch was causing an obstruction on the Rickerby cycle path and that the pathway is overgrown; the Clerk to report as a matter of urgency to Highways. It was also noted that the plan will come to an end in 2021 therefore planning for an updated CAP will be required over the next year.

SK

It was also agreed that the footpath leaflets will be progressed ready for a spring circulation.

987.3 NJC Local Government Services Pay Scales

Resolved to implement updated pay scales for the Clerk, in accordance with NJC agreements, backdated from 1 April 2020 at an additional monthly cost of £37.44.

988/09/20 Highways Matters

988.1 B6264

Further to the July meeting, a survey of residents within the parish along the B6264 and adjacent areas had been carried out. Using the results and referenced literature, a report had been circulated alongside the agenda outlining concerns over the HGV traffic using the road. A copy of the initial survey results is presented on the website. A request to break down HGV usage of the road during the prohibited period of 20:00 to 07:00 is to be investigated. Thanks were noted to Cllr Savory for his work in compiling the report.

Resolved to submit a report to Highways outlining concerns over HGV traffic on the B6264.

CS/CN

988.2 Drainage Issues

A number of ongoing drainage issues in Houghton were brought to the attention of the Clerk for (re)reporting to Highways:

- Gladwin Drive, drainage by bus stop (which has been blasted clear) has led to road surfacing damage and water pooling
- Eden Gate towards the police site, 2 gullies blocked
- Drain opposite the Village Hall on the shop side is blocked
- 36 Houghton Road, drain remains partially blocked despite showing as cleared on the Highways system
- 1 The Green, issue still being dealt with by United Utilities and/or Highways

SK



Resolved that the Clerk will forward all issues to Highways, copying County Cllr J Mallinson into all correspondence.

989/09/20 Clerk's Report

Antonine Way/Eden Gate Tree Works/Land Ownership

An onsite meeting was held with Carlisle City Council representatives and the Chair/Vice-Chair. All matters have now been resolved satisfactorily.

571.3 Tribune Drive Play Area

An update with the chosen supplier and timeframe for works has been received.

Walks and Footpath Leaflets

Work remains ongoing.

Kingmoor Incinerator

Cllr Coles has taken over as the nominated representative for the taskforce.

Flooding

The Crosby Flood Group is awaiting feedback from the Environment Agency on their preferred option with details and levels. Additionally, there is to be a community information drop/consultation. There has been some collaboration between the Group, EA, and the County Council Highways over the pumping station, but no definitive outcomes yet.

571.2 Goalposts

Goalposts have been purchased and will be installed in due course on Houghton Village Green

571.4 Crosby Nest Swing

The replacement swing seat has now been installed at Crosby play area.

571.5 Millcroft to Whiteclosegate Footpath

The application to register the PRow has been submitted to Cumbria County Council.

Brunstock HGV's

A letter was received and forwarded to Cumbria County Council regarding signage for the above.

Wall on Green

The small wall that had been erected on Houghton Village Green has now been removed with the full cooperation of the householder.

Play Area Inspection Reports

Reports have been received for the play areas, which have now been re-opened under COVID guidelines.

Eden Gate

Reports regarding anti-social behaviour and concerns regarding lifesaving equipment at the SUDS pond have been received.

Fly-Tipping

One incidence of fly tipping has been reported in Houghton in the Tribune Drive play area; this has been reported to the City Council for action.

Brunstock Pond

A successful claim for a County Court Judgement has been made against the original pond installation.

Stanwix Urban Petition for Parish Council

A statement has been released to confirm that the Parish Council, whilst broadly supportive of the principle of creating parish councils in the urban areas, has had no involvement whatsoever in the current petition for such a council in Stanwix Urban.

HP/CN

HP/SS



990/09/20 Financial Matters

990.1 Payments:

Resolved that the following payments be approved:

Unity Bank, quarterly charges	£18.00
Sarah Kyle, July salary and reimbursements	£1237.44
HMRC, July PAYE and NI	£212.01
Linstock WI Hall, grant	£1056.00
Cluaran Landscape, grounds maintenance	£456.00
Steve Splinter, grounds maintenance	£50.00
Sarah Kyle, reimbursements money claim legal fees	£410.00
Solway Direct, picnic benches	£1032.00
Sarah Kyle, reimbursements football goals	£862.20
Playdale Playgrounds, swing seat	£1591.18
PFK Littlejohn, audit	£360.00
NEST Pension, August pension	£94.29
Cluaran Landscape, grounds maintenance	£1440.00
Crosby Parish Hall, part grant	£984.32
HMRC, August PAYE and NI	£212.21
Sarah Kyle, August salary and reimbursements	£1249.24

990.2 Noted: balances at bank as of 31st August 2020:

Cash Account	£30008.05
Unity Bank (current a/c)	£4184.19
Unity Bank (savings a/c)	£48,000
Unbanked deposits	£1000000
Income to 31/08/20	£46582.97
Expenditure to 31/08/20	£25366.13

990.3 Audit

Resolved to note the successful completion of the external auditor certificate and report for 2019/20 with no matters to bring to the attention of the Council. Also, to note the display of the conclusion of notice of audit on the website prior to the end of September 2020.

SR 991/09/20 Councillor Matters

Cllr Phillips reported dog fouling on Houghton Village Green. City Cllr E Mallinson to report to the dog enforcement officer for action.

Cllr Coles reported the potentially dangerous placement of lamp posts on top of 250mm gas main pipes and adjacent to a water main. The matter has been reported to the Institute of Gas Engineers and the body responsible for service layout. County Cllr J Mallinson is being kept informed of correspondence.

SR 992/09/20 Date of Next Meeting

Resolved that the next virtual meeting of the Parish Council will be held on Wednesday 14th October at 7.30pm.

City/County Cllrs left the meeting at 8.31pm.

Exclusion of Press & Public - Part B Item

Resolved that the following item be considered confidential and exclusion of members of the public or press be permitted under the Local Government Act 1972.

SR 993/09/20 Brunstock Pond - Including 984.5 Brunstock Pond deferred from above

Resolved not to agree to the setting aside of the judgement as requested by the initial contractors', in response to the default CCJ judgment obtained against them. Also **resolved** to progress with pond restoration works at an anticipated cost to the Council of £8450 plus VAT. A separate quotation for land drainage will be obtained. There being no further business, the meeting was closed at 8.54pm.

SK

STANWIX RURAL PARISH COUNCIL

**Minutes of a Virtual Meeting of Stanwix Rural Parish Council held on
Wednesday 14 October 2020 at 7:30 p.m.**

ACTION

Present: The Chairman Cllr C Nicholson, Cllrs A Coles, M Ellmore, D Milburn, H Phillips, C Savory and N Watson.

In Attendance: City Cllrs E Mallinson, P Nedved and F Robson. One member of the public. The Clerk, S Kyle.

SR 994/10/20 Apologies for absence

Apologies were received and accepted from Cllrs A Lightfoot, S Splinter and County Cllr J Mallinson.

SR 995/10/20 Requests for Dispensations and Declarations of Interest

No requests for dispensations were received. Cllr Nicholson declared an interest in planning application 20/0669, the applicant being known to him and in item 001.1, his spouse being treasurer of Houghton Village hall.

SR 996/10/20 Minutes of the meeting of the Parish Council held on 9 September 2020

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

SR 997/10/20 Public Participation

One member of the public was in attendance regarding 20/0058/SNBN and confirmed that an alternative proposal of Orchard Close could be considered for the naming of the new development.

City Cllr E Mallinson reported that County Cllr Mallinson had made an on-site visit to a property in The Knells, following a request for assistance to deal with prolonged flooding from the highway.

City Cllr Nedved confirmed that ward members were supporting the Parish Council application to register The Near Boot as community asset. Cllr Nicholson thanked them for their support and reminded all elected members present that if they speak to the press on any matter which involves the Parish Council, they should confirm the statement and facts with the Clerk prior to submission to ensure accuracy and a unified position.

SR 998/10/20 Village Matters

998.1 Defibrillator Batteries

It was noted that the batteries on the defibrillators may need replacing; the Clerk is investigating and will report back to a future meeting to have the expenditure authorised if so.

998.2 Wildlife Policy

Consideration was given to the development of a policy for wildlife for the parish in line with other Council's nationally.

Resolved that investigations will be made into the formulation of a draft policy.

SR 999/10/20 Planning Matters

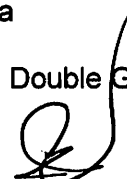
999.1 To Ratify Responses Made Prior to the Meeting:

It was **resolved** to ratify the following already submitted responses. Full submissions can be viewed on the Carlisle City Council website.

20/0070/S211 Rickerby Lodge, Rickerby Mews, Rickerby, Carlisle, CA3 9AA - Removal Of 2no. Yews, 2no. Oaks & 1no. Sycamore; Crown Lift To 2no. Trees in Rickerby Conservation Area

20/0071/S211 Rickerby Lodge, Rickerby Mews, Rickerby, Carlisle, CA3 9AA - Crown Reductions To 1no. Oak And 1no. Lime Tree in Rickerby Conservation Area

20/0534 Wensleydale, Tarraby, Carlisle, CA3 0JS - Erection of Detached Double Garage



HP/ME

20/0619 Hylcroft, 33 Whiteclosegate, Carlisle, CA3 0JA - Erection of First Floor Rear Extension to Provide Shower Room

999.2 Resolved to Note Planning Permission Notices Received:

20/0506 Old School Cottage, Rickerby, Carlisle, CA3 9AA - Replacement of Front Porch (LBC)

20/0547 25 Hadrian Way, Houghton, Carlisle, CA3 0LU - Erection of Single Storey Rear Extension to Provide Sunroom

999.3. To Consider New Applications Received:

20/0669 25 Whiteclosegate, Carlisle, CA3 0JA - Change of Use of Agricultural Land to Garden (Retrospective/Revised Application)

Resolved that the Parish Council recommends that determination be 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.

20/0058/SNBN Land adjacent to 2, Orchard Gardens, Houghton, Carlisle, CA3 0LH - Erection of 4no. dwellings

To consider the proposed naming of the above as 1-4 Pennyflip Court, Houghton, Carlisle
Consideration was given to both the proposed name and a previously circulated list of proposed alternatives, along with that mentioned under public participation.

Resolved to propose Clarke's Close as the Council's preferred option for the naming of the area.

SR 001/10/20 Administrative Matters

01.1 Village Hall Reports

Crosby-on-Eden Village Hall

It was noted that the previous Chair had now stepped down from the position with a further two committee members also resigning. A new Chair had been appointed but an extraordinary AGM will be held in January to fill vacant positions, including that of Secretary. Work to restore the hall following the flood damage continues, with electrical work completed and the relocation of furniture imminent.

Houghton Village Hall

It was reported that the AGM had taken place with Committee positions filled. A significant amount of grant funding had been achieved throughout the year which will be use on extensive refurbishment works. It was also noted that the Government furlough scheme had been extremely useful for the caretaker's position. An ordinary meeting had also been held with new curtains and artwork planned. Groups are continuing to meet where possible in line with current COVID guidelines and it is hoped to attract new groups in 2021.

SR 002/10/20 Highways Matters

002.1 Footpaths

A request was made for increased footpath provision around Brunstock to Linstock and to Houghton Hall. Consideration was also given to the lack of footway between Rickerby and Linstock. It was noted that work is ongoing for the link footway between Tribune Drive and Eden Gate.

Resolved to ask Highways for quotations for the above before investigating whether any funding would be available.

002.2 Drainage Issues

Drainage issues reported at the September meeting are being dealt with by Highways. It was noted that two gullies on Houghton Road remain blocked and residents are encouraged to report individually.

SR 003/10/20 Clerk's Report

Flooding

Communication has been received from the Crosby Flood Group to indicate that progress is now evident.

The Near Boot Inn

An application to register the above has been submitted and a decision will be made by 25th November. A letter is to be sent to the brewery to inquire as to its long term plans.

Linstock Picnic Benches

The third picnic bench has been delivered and will be installed in due course.

Brunstock Pond

Work has been authorised to rectify the pond; residents have been emailed where communication consent was available.

Houghton Fair 2021

An email conversation has been held between volunteers from the 2020 planning group. All are in agreement that, if possible, a Fair should be considered, however it is acknowledged that planning whilst social distancing measures are so stringent and the virus is increasing in prevalence is particularly difficult. It is therefore proposed that the situation is reviewed in January or February at the latest in case some sort of community gathering is possible, on a smaller than normal scale.

Noticeboard

A report was received that the noticeboard at Windsor Way had been damaged. This has now been removed and a suitable replacement will be investigated.

Climate Change Consultation

A response was circulated and submitted.

Brunstock Traffic Measures

Numerous emails were received from Brunstock residents regarding proposed measures to prohibit right-hand turns in/out of Brunstock; it is believed the proposal has subsequently been abandoned.

Dog Fouling

Complaints regarding dog fouling were made to Carlisle City Council and increased signage has been installed as a result. Ongoing concerns are being raised regarding the failure of Story Homes to empty the waste bin at the new Eden Gate play area. Signage with a contact telephone number has now been provided. A request for signage around Houghton Village Green and monitoring of the area will be made.

B6264

Following the September meeting, further investigation was made and the Council was advised by City Cllr E Mallinson that there is currently no weight limit on HGV's on the B6264; thanks are given for the speedy clarification given by her and Highways. Subsequently, the report has been amended appropriately and submitted to Highways for their attention.

SR 004/10/20 Financial Matters

004.1 Payments:

Resolved that the following payments be approved:

Sarah Kyle, Sept salary and reimbursements	£1237.44
HMRC, Sept PAYE	£212.01
YPO, Stationery	£32.41
Play Inspection Company, quarterly inspections	£450.00
B Smith, noticeboard repairs	£25.00
Cumbria Payroll Services, monthly payroll	£18.00
Cluaran Landscape Services, grounds maintenance	£930.00

SK/CN

SK

SK

Solway Recycling, Pension September	£94.29
Cluaran Landscape Services, grounds maintenance	£588.00
TOTAL	£4,313.15

004.2 Noted: balances at bank as of 30th September 2020:

Cash Account	£30,008.05
Unity Bank (current a/c)	£5,459.04
Unity Bank (savings a/c)	£43,000.00
Unbanked deposits	£1000.00

Income to 30/09/20	£46582.97
Expenditure to 30/09/20	£29,091.28

004.3 Quarterly Monitoring Report

The report had been circulated alongside the agenda and was discussed and **noted**.

004.4 Grant Scheme 2020/21 2nd Round

Resolved to open up the second round of grant funding using the remaining budgeted funds. It was also agreed to be flexible where COVID had impacted upon already approved grants.

SK

SR 005/10/20 Councillor Matters

Cllr Coles noted ongoing concerns with lampposts placed on top of gas pipes in Eden Gate.

City Cllr E Mallinson noted that consultation would be commencing for the local government reorganisation in Cumbria.

Cllr Nicholson noted thanks to Cllr Savory for his work on the B6264 report and to Cllr Coles for his ongoing representation on the Kingmoor Incinerator panel.

Exclusion of Press & Public - Part B Item

Resolved that the following item be considered confidential and exclusion of members of the public or press be permitted under the Local Government Act 1972.

SR 006/10/20 Brunstock Pond

An update regarding court proceedings was provided for Cllrs.

SR 007/10/20 Date of Next Meeting

Resolved that the next virtual meeting of the Parish Council will be held on Wednesday 11th November at 7.30pm.

There being no further business, the meeting was closed at 8.32pm.



STANWIX RURAL PARISH COUNCIL

**Minutes of a Virtual Meeting of Stanwix Rural Parish Council held on
Wednesday 11 November 2020 at 7:30 p.m.**

ACTION

Present: The Chairman Cllr C Nicholson, Cllrs A Coles, M Ellmore, A Lightfoot, D Milburn, H Phillips, C Savory and N Watson.

In Attendance: City Cllrs E Mallinson, P Nedved and F Robson. County Cllr J Mallinson. One member of the public. The Clerk, S Kyle.

SR 008/11/20 Apologies for absence

Apologies were received and accepted from Cllr S Splinter.

SR 009/11/20 Requests for Dispensations and Declarations of Interest

A dispensation request, in respect of precept setting, was granted to Cllr Ellmore. All other Cllrs had precept dispensations granted for the length of the Council term in 2019.

Cllr Nicholson declared an interest in item 017.3 due to his wife being treasurer of Houghton Village Hall; Cllr Ellmore declared an interest in item 017.3 due to being employed by Susan's Farm and Cllr Lightfoot also declared an interest in item 017.3 due to being a member of Houghton Village Hall Management Committee.

SR 010/11/20 Minutes of the meeting of the Parish Council held on 9 September 2020

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

SR 011/11/20 Public Participation

One member of the public was in attendance but did not make any comments. City and County Cllrs made representations, noted below, after item 014/11.

City Cllr E Mallinson thanked Cllr Coles/Parish Council for supporting the City Council position with regards to the Kingmoor Waste Incinerator consultation. She also reported that she had requested and received £35,000 of capital funding be released for the Tribune Drive play area refurbishment, including provision for dealing with the drainage issues.

City Cllr P Nedved noted an interest in the Kingmoor Waste Incinerator item and noted the opening of a consultation on the St. Cuthbert's Garden Village project.

County Cllr J Mallinson updated members regarding the submitted proposals in the local government reorganisation with final submissions required by 9 December with an expected consultation in February. If plans progress, then County and District elections will be suspended in 2021.

SR 012/11/20 Village Matters

12.1 Wildlife Policy

It was reported that the nominated working group had met virtually for the first time and minutes had been circulated to all Cllrs. The group were establishing their aims and were setting about creating interest with other local community groups and seeking their support. A further meeting will be held and reported to the Council in the new year.

SR 013/11/20 Planning Matters

013.1 To Consider New Applications Received:

Proposed responses had been emailed to all Cllrs prior to the meeting and were approved, summarized as follows:

20/0692 Land adjacent to Shortdale Cottage, Tarraby Lane, Tarraby, Carlisle, CA3 0JT - Residential Development (Outline) (Revised Application)

Resolved to strongly object to the proposal for the following reasons:

- The application may be invalid.
- the impact of the proposal in view of the status of the lane as an adopted highway.
- the impact of the proposal in view of the status of the lane as a Footpath
- the effect of the proposal on highway safety regarding the increasing volume of pedestrians and cyclists now able to access Tarraby Lane via the new link.
- the risks generated by increased daily traffic and construction traffic coming into conflict with
 - equestrian traffic.
 - the narrowness of the lane.
 - the lack of passing places.
- the impact on the Conservation Area of construction traffic should consent be granted.
- the impact on the Conservation Area of increased volume domestic vehicular traffic, including
 - from visitors and delivery and service vehicles should consent be granted.
 - the possible presence of hitherto unidentified archaeological features.
 - the resulting overall detrimental impact upon the character of the conservation area.

A right to speak will also be registered.

20/0716 Land to rear of 28 Beech Grove, Houghton, Carlisle CA3 0NU - Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 20/0081 (Erection of Detached Dwelling and Garage Together with Associated Access and Landscaping) To Revise Elevations

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

20/0703 Harene, Linstock, Carlisle, CA6 4PZ - Extension to Existing Shed to Provide Sheep Pen Extension and Erection of Agricultural Implements Shed

Resolved that the application be determined in accordance with local and national planning policy and guidance. The Council notes, however, that the application involves a degree of building encroachment into the adjoining field and further recommends that this be considered.

20/0326 The Old Sawmill, Linstock, Carlisle, CA6 4PY - Demolition of Existing Sawmill Building; Erection of Contractors Office/Storage Unit

Resolved to suggest that the submitted ecological survey does not meet the requirements necessary to inform a planning decision; does not satisfy current Planning Policy (NPPF 2020) or provide information to inform the decision process. The document does not assess the impact of the current designs on biodiversity receptors and assess impact where necessary to inform the Local Planning Authority in its decision-making process.

013.2 Resolved to Note Planning Permission Notices Received:

20/0588 43 Jackson Road, Houghton, Carlisle, CA3 0NP - Partial Demolition of Existing Rear Extension & Conservatory; Erection of Single Storey Rear Extension to Provide Extended Kitchen/Living Area & Covered Raised Decking Area

20/0619 Hylcroft, 33 Whiteclosegate, Carlisle, CA3 0JA - Erection of First Floor Rear Extension to Provide Shower Room

20/0534 Wensleydale, Tarraby, Carlisle, CA3 0JS - Erection of Detached Double Garage

013.3 Street Naming

20/0058/SNBN Land adjacent to 2, Orchard Gardens, Houghton, Carlisle, CA3 0LH

Resolved to ratify the decision to approve Acorn Close as the chosen name.

SR 014/11/20 Administrative Matters

014.1 Kingmoor Waste Incinerator

A report, written by Cllr Coles, had been circulated to all members prior to the meeting. The consultation had also been extended until 30th November 2020.

Resolved that the Parish Council will adopt the report of Cllr Coles and submit as an additional response.

SK

SR 015/11/20 Highways Matters

It was reported that several blocked drains on Houghton Road continue to cause problems, the Clerk to re-report.

SK

SR 016/11/20 Clerk's Report

Dog Fouling

The Clerk reported the continuing problems and requested patrols be carried out around Houghton Village Green; details of times of offences or dogs/owners are required if possible. Additional signage has also been requested.

Footpaths

A request to Highways has been made for increased footpath provision around Brunstock to Linstock and to Houghton Hall as well as between Rickerby and Linstock.

Flooding

The Flood Group representative continues to keep the parish council informed regarding a lack of progress with data sharing and consultations necessary to progress the project.

Speedwatch

The scheme is currently suspended due to COVID as the police service volunteers are unable to input the data at the Durran Hill station. The speed van has been present on Houghton Road.

SR 017/11/20 Financial Matters

017.1 Payments:

Resolved that the following payments be approved:

Sarah Kyle, October salary and reimbursements	£1417.36
HMRC, October PAYE	£332.72
NEST, October pension	£112.63
Cumbria Payroll, October payroll	£18.00
SLCC, Training	£36.00
Unity Bank, quarterly charges	£18.00
Sarah Kyle, November salary and reimbursements	£1260.99
HMRC, November PAYE	£229.93
NEST, November pension	£96.90
Crosby Parish Hall, grants	£1442.98
Cumbria Payroll, November payroll	£18.00
TOTAL	£4983.51

017.2 **Noted:** balances at bank as of 31st October 2020:

Cash Account	£30,008.05
Unity Bank (current a/c)	£3,524.33
Unity Bank (savings a/c)	£43,000.00
Unbanked deposits	£1000.00
Income to 31/10/20	£46,582.97
Expenditure to 31/10/20	£31,025.99

017.3 Grant Scheme 2nd Round

A schedule of applications received had been circulated to members prior to the meeting. It was **Resolved** to aware grants as follows:

- Houghton Village Hall, replacement glazing, £376 (LGA 1972 s144)
- Houghton Village Hall, Christmas decorations, £200 (LGA 1972 s144)
- 1st Houghton Rainbows, Zoom subscription, £72 (LGA 1972 s145)
- Houghton In Bloom, new planters, £300 (PHA 1875, s164)

- Crosby Parish Hall, improve planted areas, £400 (LGA1972 s144)
- Susan's Farm, two new benches, £849 (LGA 1972 s137)

It was also resolved to:

- Provisionally allocate up to £1000 for Linstock WI Hall for toilet refurbishment works (LGA 1972 s144)
- Transfer £500 previously allocated for a summer trip for the 1st Houghton Guides to various club expenses
- Note the cancellation of the Houghton bonfire
- Approve the transfer of the £250 allocated to 1st Houghton Rainbows for their summer trip to 2021

017.4 Budget and Precept 2021/22

A report had been circulated alongside the agenda containing forecasted remaining income and expenditure levels for 2020/21; the proposed budget for 2021/22 and the estimated levels of financial reserves to be held on the 1st April 2022.

Resolved: To accept the proposed budget for 2021/22; the precept to remain at £46,500.

SR 018/11/20 Councillor Matters

Cllr Coles noted thanks to Cllr Ellmore for the speedy repairs carried out on the water meadow path. He also noted the installation of a fence from the Parade Ground to almost the motorway which had reduced the issue of anti-social behaviour, save for one incident with five to seven youths.

Cllr Ellmore noted that youths had been causing problems in the Tribune Drive play area; this has been reported to the Police. City Cllr E Mallinson will also take this up with the Green Spaces team at the City Council.

All City Cllrs, County Cllr and one member of the public left the meeting at 8.25pm.

Exclusion of Press & Public - Part B Item

Resolved that the following item be considered confidential and exclusion of members of the public or press be permitted under the Local Government Act 1972.

SR 019/11/20 Brunstock Pond

An update regarding court proceedings, scheduled for a set-aside hearing on 19 November 2020, was provided for Cllrs.

SR 020/11/20 Date of Next Meeting

Resolved that the next virtual meeting of the Parish Council will be held on Wednesday 9th December at 7.30pm.

There being no further business, the meeting was closed at 8.32pm.



Stanwix Rural Parish Council

Minutes of a Virtual Meeting Held on Wednesday 9 December 2020 at 7:30 P.M.

PRESENT

The Chairman Cllr C Nicholson, Cllr's A Coles, M Ellmore, A Lightfoot, D Milburn, H Phillips, C Savory and N Watson.

IN ATTENDANCE

City Cllr's E Mallinson, P Nedved and F Robson. County Cllr J Mallinson. The Clerk, S Kyle.

SR 021/12/20 APOLOGIES FOR ABSENCE

No apologies were received.

SR 022/12/20 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

Cllr Nicholson declared an interest in planning application 20/0770, the applicant being known to him. He also declared an interest in item 031.1, payments to Houghton Village Hall, as his wife is treasurer of the Hall Committee. Cllr Lightfoot also declared an interest in the payment, being a member of Houghton Village Hall Committee also.

SR 023/12/20 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 11 NOVEMBER 2020

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

SR 024/12/20 PUBLIC PARTICIPATION

No members of the public were in attendance.

City Cllr L Mallinson noted that enforcement work for dog fouling continued on Houghton Village Green, although without any names being put forward it was a difficult process.

County Cllr J Mallinson noted that the submission of Carlisle City Council had been put forward regarding the Local Government Review, proposing a two unitary authority model. Parish Council's will have an opportunity for consultation in the new year.

SR 025/12/20 VILLAGE MATTERS

025.1 The Near Boot Inn

Noted that the above has been registered as an Asset of Community Value with Carlisle City Council.

025.2 Wildlife & Countryside Act 1981 – Section 53 Application to add Public Rights of Way at Centurions Walk to Houghton Road

It was explained that the above application was progressing again and had been due to be heard at Planning Committee on 30 November but was not on the schedule. County Cllr J Mallinson noted he had requested an update from the planning officer concerned. **Resolved** to continue with the previously submitted objection to the application.

025.3 Houghton Wildlife Village Project

It was noted that progress was being made for the above and support from many stakeholders in Houghton had been obtained, including potential sponsorship from two businesses. The Wildlife Trust are supportive of the project and are considering using it as a template for further projects in the Carlisle area. A joint meeting will be held with all interested parties towards the end of January.

Action: Cllr Phillips to submit an article for the Houghton Echo and Cllr Ellmore to continue discussions with Cumbria Wildlife Trust.

SR 026/12/20 PLANNING MATTERS

026.1 Responses Submitted Prior to the Meeting

Resolved to ratify submitted responses, which had been previously circulated to all Cllr's and are available on the Carlisle City Council website, to the following planning applications:

20/0760 Walby Hall, Birky Lane, Walby, Carlisle, CA6 4QL – Erection of Agricultural Building to Cover Existing Silage Clamp

20/0755 Land to the north of The Old Schoolhouse, Rickerby, Carlisle, CA3 9AA – Erection of 1no. Dwelling; Associated Access and Parking

20/0770 Linstock Castle Farm, Linstock, Carlisle, CA6 4PZ - Roofing Over of Existing Shed

SR 027/12/20 ADMINISTRATIVE MATTERS

027.1 Community Action Plan

A copy of the above had been circulated alongside the agenda and was noted. Walks leaflets are still to be progressed. A discussion regarding interpretation panels will be held in January.

SR 028/12/20 HIGHWAYS MATTERS

028.1 Updates

Cllr Coles noted that he continued to follow up on the placement of a lamp post over a gas main on Eden Gate. He noted there had been no progress regarding drainage.

Cllr Nicholson noted road traffic accidents in three locations on the A689. It was noted that the Clerk is attempting to find out further information relating to current accident statistics.

Cllr Savory noted that two empty timber lorries had travelled on the B6264 earlier that day.

Cllr Ellmore reported that the tarmac is lifting in the cul-de-sac on Tribune Drive containing number 78. County Cllr J Mallinson is to take this forward for investigation.

028.2 Tarraby Cycle Path

Increased usage of the above was reported and it was questioned whether signage to indicate the separation of the cycle lane and public footpath could be installed to

prevent a potential accident? Concerns were also raised regarding even further usage of the area should planning application 20/0692 be passed; support for the Parish Council and resident's objections was therefore requested from ward members.

The issue of excessive vehicle speeds on Tarraby lane were also raised, however it was agreed that any change in speed limit would be very rarely enforced.

Action: The Clerk to forward copies of the Parish Council objection to planning application 20/0692 to ward members for their consideration in potential support.

SR 029/12/20 CLERK'S REPORT

The Clerk reported that the Crosby Flood Group continued in dialogue with the Environment Agency; a further teleconference expected by the end of the year.

Action: The Clerk to forward City Cllr's contact details for inclusion in further meetings.

All other Clerk's matters were covered in the agenda proper.

SR 030/12/20 FINANCE MATTERS

031.1 Payments Resolved that the following payments be approved:

Payee	Description	Amount
Cumbria Payroll	Payroll December	£18.00
Linstock WI Hall	Grant	£1,250.00
1 st Houghton Guides	Grant	£500.00
Houghton in Bloom	Grant	£300.00
Burnetts	Legal Advice	£105.00
SLCC	Training	£66.00
CALC	Training	£40.00
Houghton Village Hall	Grant	£200.00
ICO	Data Protection	£35.00
Cluaran Landscapes	Hedge Cutting	£218.00
Cumbria County Council	Signage	£108.00
Baines Wilson	Legal expenses	£1,437.00
	TOTAL:	£4,277.00

031.2 Bank Reconciliation

Noted: Balances at bank as of 30th November 2020:

Cash Account	£30,008.05
Unity Bank (current a/c)	£3,524.33
Unity Bank (savings a/c)	£43,000.00
Unbanked deposits	£1000.00
Income to 31/10/20	£46,582.97
Expenditure to 31/10/20	£31,025.99

031.3 Grants

Resolved that the following grant payments be authorised:

a) Authorisation of a prepayment of the allocated £500 to the 1st Houghton Guides



- b) Increasing the grant of £1000 awarded to Linstock WI Hall by £250.00 immediately, with a further £250 to be considered at the March meeting, dependent upon other grant needs
- c) Authorisation of a prepayment of the remaining grant (£44.44) to Houghton in Bloom

SR 032/12/20 COUNCILLOR MATTERS

Cllr Coles reported that correspondence was ongoing regarding the road adoption for Eden Gate.

Cllr Watson requested an update regarding obtaining an HGV prohibition sign at Brunstock.

Action: The Clerk to chase up replacement signage with Highways.

Cllr Phillips reported that the Tribune Drive play area refurbishment looked incredibly good and gave thanks to the City Council for the work. Cllr Phillips also noted ongoing dialogue with the Clerk regarding a blocked public footpath at Houghton House; the matter to be discussed at the January meeting.

City and County Cllr's left the meeting at 8.12pm.

EXCLUSION OF PRESS & PUBLIC - PART B ITEM

Resolved that the following item be considered confidential and exclusion of members of the public or press be permitted under the Local Government Act 1972.

SR 033/12/20 Brunstock Pond

An update was provided to Cllr's regarding the recently attended set-aside hearing.

Resolved to authorise legal costs of £1437 inclusive of VAT and disbursements, payable to Baines Wilson solicitors. Also **resolved** to continue with the Money Claims case.

SR 034/12/20 DATE OF NEXT MEETING

Resolved that the next online meeting of the Parish Council will be held on Wednesday 13th January 2021 at 7.30pm.

There being no further business the meeting was closed at 8.27pm.



Stanwix Rural Parish Council

Minutes of a Virtual Meeting Held on Wednesday 13 January 2021 at 7:30 P.M.

PRESENT

The Chairman Cllr C Nicholson, Cllr's A Coles, M Ellmore, A Lightfoot, D Milburn, H Phillips, C Savory, S Splinter and N Watson.

IN ATTENDANCE

City Cllr's E Mallinson, P Nedved and F Robson. The Clerk, S Kyle.

SR 035/01/21 APOLOGIES FOR ABSENCE

Apologies were received from County Cllr J Mallinson.

SR 036/01/21 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

No requests for dispensations were received.

Cllr Nicholson declared an interest in items, 044.1 payments to Houghton Village Hall, and 041.1, Village Hall reports, as his wife is treasurer of the Hall Committee. Cllr Lightfoot also declared an interest in these, being a member of Houghton Village Hall Committee also.

SR 037/01/21 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 9 DECEMBER 2020

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

SR 038/01/21 PUBLIC PARTICIPATION

No members of the public were in attendance.

City Cllr L Mallinson reported from County Cllr J Mallinson that reported road surfacing problems on Tribune Drive have been added to the Highways works list for the next financial year. She also provided an update on the Centurion's Walk footpath application (that no date was yet known for committee) and she conveyed that gritting and recycling services have been impacted by COVID.

SR 039/01/21 VILLAGE MATTERS

39.1 Houghton Village Wildlife Project

Thanks were given to City Cllr's L Mallinson and P Nedved for their very generous donation of £2000 towards the project. Cllr Phillips reported that a Zoom meeting is being organised to form a Committee of interested volunteers. City Cllr L Mallinson advised that David Graham from the County Council should be contacted for information on a pilot scheme by the County Council for a greener environment and information on any grants that might be available.

Action: Cllr Ellmore to invite the Wildlife Trust to a Zoom meeting.



39.2 Interpretation Panels

Discussion was held regarding the above postponed project.

Resolved: Cllr's Nicholson and Phillips to discuss walk leaflets to progress the above.

SR 040/01/21 PLANNING MATTERS

40.1 Responses Submitted Prior to the Meeting

Resolved to ratify submitted responses, which had been previously circulated to all Cllr's and are available on the Carlisle City Council website, to the following planning applications:

20/0882 Walby Hall, Birky Lane, Walby, Carlisle, CA6 4QL - Erection of Agricultural Building to Cover Existing Silage Clamp

40.2 To Consider New Applications Received

20/0859 5 Primrose Bank, Crosby on Eden, Carlisle, CA6 4QT - Erection of First Floor Granny Annexe Above Existing Double Garage and Change of Use of Agricultural Land to Domestic Garden (Part Retrospective)

Resolved: A proposed response will be circulated to all Cllr's before submission.

Action: Cllr Nicholson to compile draft response.

40.3 To Note Planning Permission Notices Received

20/0716 Land to rear of 28 Beech Grove, Houghton, Carlisle CA3 0NU - Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 20/0081 (Erection of Detached Dwelling and Garage Together with Associated Access and Landscaping) To Revise Elevations

20/0703 Harene, Linstock, Carlisle, CA6 4PZ - Extension to Existing Shed to Provide Sheep Pen Extension and Erection of Agricultural Implements Shed

19/0452 Land adjacent to Croft House, Brunstock, Carlisle, CA6 4QG - Erection Of 10no. Dwellings

20/0669 25 Whiteclosegate, Carlisle, CA3 0JA - Change of Use of Agricultural Land to Garden (Retrospective/Revised Application)

20/0760 Walby Hall, Birky Lane, Walby, Carlisle, CA6 4QL - Erection of Agricultural Building to Cover Existing Silage Clamp

20/0770 Linstock Castle Farm, Linstock, Carlisle, CA6 4PZ - Roofing Over of Existing Shed

SR 041/01/21 ADMINISTRATIVE MATTERS

041.1 Village Hall Reports

Crosby Parish Hall



Stanwix Rural Parish Council

Minutes of a Virtual Meeting Held on Wednesday 13 January 2021 at 7:30 P.M.

PRESENT

The Chairman Cllr C Nicholson, Cllr's A Coles, M Ellmore, A Lightfoot, D Milburn, H Phillips, C Savory, S Splinter and N Watson.

IN ATTENDANCE

City Cllr's E Mallinson, P Nedved and F Robson. The Clerk, S Kyle.

SR 035/01/21 APOLOGIES FOR ABSENCE

Apologies were received from County Cllr J Mallinson.

SR 036/01/21 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

No requests for dispensations were received.

Cllr Nicholson declared an interest in items, 044.1 payments to Houghton Village Hall, and 041.1, Village Hall reports, as his wife is treasurer of the Hall Committee. Cllr Lightfoot also declared an interest in these, being a member of Houghton Village Hall Committee also.

SR 037/01/21 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 9 DECEMBER 2020

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

SR 038/01/21 PUBLIC PARTICIPATION

No members of the public were in attendance.

City Cllr L Mallinson reported from County Cllr J Mallinson that reported road surfacing problems on Tribune Drive have been added to the Highways works list for the next financial year. She also provided an update on the Centurion's Walk footpath application (that no date was yet known for committee) and she conveyed that gritting and recycling services have been impacted by COVID.

SR 039/01/21 VILLAGE MATTERS

39.1 Houghton Village Wildlife Project

Thanks were given to City Cllr's L Mallinson and P Nedved for their very generous donation of £2000 towards the project. Cllr Phillips reported that a Zoom meeting is being organised to form a Committee of interested volunteers. City Cllr L Mallinson advised that David Graham from the County Council should be contacted for information on a pilot scheme by the County Council for a greener environment and information on any grants that might be available.

Action: Cllr Ellmore to invite the Wildlife Trust to a Zoom meeting.



39.2 Interpretation Panels

Discussion was held regarding the above postponed project.

Resolved: Cllr's Nicholson and Phillips to discuss walk leaflets to progress the above.

SR 040/01/21 PLANNING MATTERS

40.1 Responses Submitted Prior to the Meeting

Resolved to ratify submitted responses, which had been previously circulated to all Cllr's and are available on the Carlisle City Council website, to the following planning applications:

20/0882 Walby Hall, Birky Lane, Walby, Carlisle, CA6 4QL - Erection of Agricultural Building to Cover Existing Silage Clamp

40.2 To Consider New Applications Received

20/0859 5 Primrose Bank, Crosby on Eden, Carlisle, CA6 4QT - Erection of First Floor Granny Annexe Above Existing Double Garage and Change of Use of Agricultural Land to Domestic Garden (Part Retrospective)

Resolved: A proposed response will be circulated to all Cllr's before submission.

Action: Cllr Nicholson to compile draft response.

40.3 To Note Planning Permission Notices Received

20/0716 Land to rear of 28 Beech Grove, Houghton, Carlisle CA3 0NU - Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 20/0081 (Erection of Detached Dwelling and Garage Together with Associated Access and Landscaping) To Revise Elevations

20/0703 Harene, Linstock, Carlisle, CA6 4PZ - Extension to Existing Shed to Provide Sheep Pen Extension and Erection of Agricultural Implements Shed

19/0452 Land adjacent to Croft House, Brunstock, Carlisle, CA6 4QG - Erection Of 10no. Dwellings

20/0669 25 Whiteclosegate, Carlisle, CA3 0JA - Change of Use of Agricultural Land to Garden (Retrospective/Revised Application)

20/0760 Walby Hall, Birky Lane, Walby, Carlisle, CA6 4QL - Erection of Agricultural Building to Cover Existing Silage Clamp

20/0770 Linstock Castle Farm, Linstock, Carlisle, CA6 4PZ - Roofing Over of Existing Shed

SR 041/01/21 ADMINISTRATIVE MATTERS

041.1 Village Hall Reports

Crosby Parish Hall



It was noted that refurbishment works continue and that the gardening project grant was appreciated.

Houghton Village Hall

Christmas carols had been held outside the hall; consideration as to whether this should be an annual event will be made in due course. It was also reported that refurbishment works are almost complete, and the Hall is only open for the Farmers Market during lockdown.

SR 042/01/21 HIGHWAYS MATTERS

42.1 Updates

Several issues were brought to the attention of the Clerk:

- St. John's Motorway bridge (C1012 101), road surfacing issues
- Houghton Road North (C1012 202), damaged road sign
- Houghton Road (C1012 202), damaged verge, near to Croft Farm
- Dog Fouling in Houghton
- Houghton Village Green, evidence of a vehicle driving over
- Brunstock Lane, water running continually along lane (U1173 103) in the vicinity of 'Sundawn'

Action: Clerk to report to Highways were appropriate

42.2 Houghton House Farm

Further to concerns over the closure of the footpath at the above, raised at the December meeting, it was reported that the County Council had confirmed gates had been unlocked/removed and the footpath was accessible by pedestrians.

SR 043/01/21 CLERK'S REPORT

The Clerk reported that the Crosby Flood Group continued in dialogue with the Environment Agency with a meeting between landowners scheduled for 25 January 2021. All other matters were covered in the agenda proper.

SR 044/01/21 FINANCE MATTERS

44.1 Payments Resolved that the following payments be approved:

Payee	Description	Amount
Sarah Kyle	December salary & reimbursements	£1270.89
HMRC	December PAYE & NI	£229.93
NEST	December Pension	£96.90
Cumbria Payroll	Payroll January	£18.00
Susan's Farm	Grant	£889.00
Colin Bragg	Brunstock Works	£1800.00
SLCC	Training	£36.00
YPO	Stationery	£3.01
Play Inspection Company	Quarterly Inspections	£240.00
SLCC	CAB Book	£
Unity Bank	Quarterly Charge	£18.00

Houghton Village Hall	Grant and CPCA Grant	£1475.60
	TOTAL:	£6,077.33

44.2 Bank Reconciliation

Noted: Balances at bank as of 31st December 2020:

Cash Account	£30,008.05
Unity Bank (current a/c)	£8,343.61
Unity Bank (savings a/c)	£32,000.00
Unbanked deposits	£1000.00
Income to 31/12/20	£49,682.97
Expenditure to 31/12/20	£40,553.51

44.3 Receipts

Resolved that the following receipts be noted:

- £2000, Carlisle City Council, Houghton Wildlife Project
- £1100, Carlisle City Council, CPCA Grant for Houghton Village Hall
- £8.05, ELNW, Wayleave

44.4 Quarterly Monitoring Report

The quarterly monitoring report, detailing income and expenditure against budget, had been circulated alongside the agenda and was **noted**.

SR 045/01/21 COUNCILLOR MATTERS

Cllr Coles noted concerns over the money spent on brochures for the proposed reorganisation of local government. He also raised concerns regarding the lack of provision for prevent cyclists using pavements and without bells in the draft Public Spaces Protection Order. City Cllr L Mallinson clarified the legal position regarding such measures for cyclists and offered to work with enforcement officers for action, particularly in Whiteclosegate. Cllr Lightfoot raised similar concerns regarding cyclists using the A689 footpath which had no white line divisions present.

Cllr Ellmore reported a complaint regarding the new Tribune Drive play area; this is to be forwarded to City Cllr L Mallinson.

Cllr Coles reported that the cycle way at Rickerby was overgrow; it was noted this was due for planned maintenance in the spring.

City and County Cllr's left the meeting at 8.16pm.

EXCLUSION OF PRESS & PUBLIC - PART B ITEM

Resolved that the following item be considered confidential and exclusion of members of the public or press be permitted under the Local Government Act 1972.

SR 046/01/21 Brunstock Pond

It was reported that progress was being made through the mediation and small claims court system. Enquiries to made of previous landowners regarding the availability of

drainage records and it was **resolved** to proceed with obtaining quotations for drainage works to consider at a future meeting.

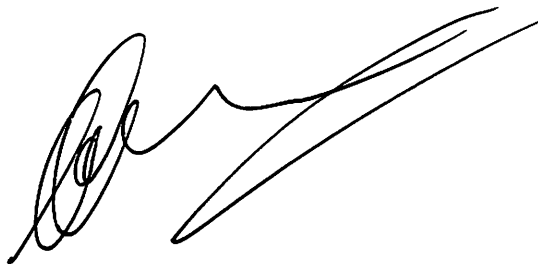
SR 047/01/21 Grounds Maintenance Contract

Resolved that the grounds maintenance contract be renewed for a further twelve months at the current price, as per the original tender, with Cluaran Landscape Services.

SR 048/01/21 DATE OF NEXT MEETING

Resolved that the next online meeting of the Parish Council will be held on Wednesday 10th February 2021 at 7.30pm.

There being no further business the meeting was closed at 8.29pm.

A handwritten signature in black ink, consisting of a circular flourish on the left and a long, sweeping horizontal stroke extending to the right.

Stanwix Rural Parish Council
Minutes of a Virtual Meeting Held on
Wednesday 10 February 2021 at 7:30 P.M.

PRESENT

The Chairman Cllr C Nicholson, Cllr's A Coles, M Ellmore, A Lightfoot, H Phillips, C Savory and N Watson.

IN ATTENDANCE

City Cllr's E Mallinson and F Robson. County Cllr J Mallinson. The Clerk, S Kyle.

SR 049/02/21 APOLOGIES FOR ABSENCE

Apologies were received from Cllr A Lightfoot and City Cllr P Nedved.

SR 050/02/21 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

No requests for dispensations were received.

Cllr Nicholson declared an interest in item 057.1, his wife being Treasurer of Houghton Village Hall.

SR 051/02/21 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13 JANUARY 2021

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

SR 052/02/21 PUBLIC PARTICIPATION

No members of the public were in attendance.

County Cllr J Mallinson updated members regarding the local government review with consultation expected in mid-February.

City Cllr L Mallinson noted concerns regarding the uneven surfacing at the Millcroft applied-for Right of Way but confirmed that no action could be taken to rectify the issue whilst the owner was unregistered due to legal issues.

SR 053/02/21 VILLAGE MATTERS

053.1 Houghton Village Wildlife Project

Cllr Phillips informed members that a door-to-door leaflet drop would be undertaken to invite residents to a virtual meeting to discuss the project; a copy of the leaflet was shown to those present.

053.2 Houghton Village Green lane to Co-op Square

Concerns were raised regarding the condition of the surfacing on the area of Village Green adjacent to the Village Hall car park and leading to Co-op Square. Concerns were



also raised regarding unauthorised repairs to some of the potholes and Highways drainage problems present on the adjoining road.

Resolved: Cllr's Nicholson and Phillips to meet contractors on site to discuss necessary repair works and obtain prices for a future meeting. Details of the Highways drainage issues to be forwarded to County Cllr J Mallinson for attention.

Action: CN/HP

053.3 Houghton Village Green Drainage

A letter of concern regarding surface damage resulting from drainage works adjacent to 1 – 8 The Green had been received and was acknowledged. Further information is to be requested from the complainant before a decision can be taken regarding potential rectification works to the grass surfacing.

It was also noted that the ongoing problems of drainage issues in this area remained ongoing and no resolution had been found regarding ownership between United Utilities and Highways; County Cllr Mallinson to pursue an on-site meeting between all parties to discuss.

Action: SK

SR 054/02/21 PLANNING MATTERS

054.1 Responses Submitted Prior to the Meeting

Resolved to ratify submitted responses, which had been previously circulated to all Cllr's and are available on the Carlisle City Council website, to the following planning applications:

20/0859 5 Primrose Bank, Crosby on Eden, Carlisle, CA6 4QT - Erection of First Floor Granny Annexe Above Existing Double Garage and Change of Use of Agricultural Land to Domestic Garden (Part Retrospective)

21/0074 Fell View, The Knells, Houghton, Carlisle, CA6 4JG - Erection of Detached Garage

054.2 To Note Planning Permission Notices Received

Resolved to note the following planning notices:

20/0326 The Old Sawmill, Linstock, Carlisle, CA6 4PY - Demolition of Existing Sawmill Building; Erection of Contractors Office/Storage Unit

SR 055/02/21 HIGHWAYS MATTERS

055.1 B6264 Report

A response from Highways had been received regarding the report submitted detailing concerns regarding HGV's using the B6264. Some positive aspects were noted in the response, including possible provision to upgrade signage on the A689 in the next financial year's capital programme budget, however it was noted that the reports intentions appear to have been misunderstood and that a ban on HGV traffic was never expected.

Resolved to respond to Highways, clarifying the aims of the report. County Cllr J Mallinson to also seek clarification regarding the construction of the road.

Action: CN/CS

SR 056/02/21 CLERK'S REPORT

Flooding

A meeting has been held with the Environment Agency and Flood Group in Crosby. Communication also continues with the Environment Agency and Crosby Parish Hall Management Committee regarding flood prevention measures proposed for the Parish Hall. It was noted that:

- Meetings now include the two landowners and the Agency, who are holding regular meetings with the owner of the Warwick Holme land.
- The scheme being developed is that to remove the embankments at Warwick Holme, which shows greater protection for Low Crosby than solid defences.
- The scheme has not been costed nor has complete funding been guaranteed.
- Current advice from the local planning authority is that the development of the scheme can be taken as being permitted development.
- The impact of the scheme on Willow Beck still has to be fully assessed.
- Consultation with the local community will take place in March, it will be virtual and will include a model of the impact of removing the embankments at Warwick Holme. The flood group is involved in putting contributions into consultation.
- The County Council is working on highway drainage issues and improvement to the management of the flood embankment pump at the east end of the village.
- The Environment Agency has been working with the Parish Hall Committee on resilience measures to the Hall and to which it will make some financial contribution.
- No date has been offered for when the work will be completed on the scheme for the village, but the Group has been made aware of the wish to see work completed before the start of the 21/22 flood season, we hope October 21 can be achieved.

Houghton Fair 2021

Given that the pandemic is far from over and there is no apparent consensus regarding when social distancing measures may ease, any arrangements for a Fair continue to be on hold and it is not anticipated that it will take place during 2021.

Highways Issues

Date Notified	Location	Fault	Action	Reference	Progress
13.01.21	St John's Motorway Bridge	Road surfacing issues	Reported to Highways	W2181027318	
13.01.21	Houghton Road	Damaged sign	Reported to Highways	W2181027314	
13.01.21	Houghton Road	Damaged verge	Reported to highways	W2181027312	
13.01.21	Brunstock	Running Water	Reported to Highways	W2181031411	

24.01.21	Tarraby	Public footpath erosion	Reported to Footpaths officer	n/a	Notified that investigations were planned
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SR 057/02/21 FINANCE MATTERS

057.1 Payments Resolved that the following payments be approved:

Payee	Description	Amount
Sarah Kyle	January salary & reimbursements	£1260.19
HMRC	January PAYE & NI	£229.73
NEST	January Pension	£96.90
Cumbria Payroll	Payroll February	£18.00
Crosby Magazine	Grant	£150.00
Houghton Village Hall	Grant	£2100.00
Savills	Linstock Green rental	£10.00
	TOTAL:	£3,865.82

057.2 Bank Reconciliation

Noted: Balances at bank as of 31st January 2021:

Cash Account	£30,008.05
Unity Bank (current a/c)	£6,045.48
Unity Bank (savings a/c)	£28,000.00
Unbanked deposits	£1000.00
Income to 31/01/21	£49,682.97
Expenditure to 31/01/21	£46,719.74

057.3 Grant Scheme 2021/22

Resolved to open the grant scheme for 2020/21. All paperwork had been previously circulated to Cllrs and will be emailed to known groups at the earliest opportunity.

SR 058/02/21 COUNCILLOR MATTERS

Cllr Nicholson raised continuing concerns regarding dog fouling in Houghton; information is to be passed to the Enforcement Officer.

Cllr Coles reported renewed issues with anti-social behaviour by youths on the Eden Gate estate; residents have been informed to notify the Police.

City Cllrs L Mallinson and F Robson, as well as County Cllr J Mallinson, left the meeting at 8.26pm.

EXCLUSION OF PRESS & PUBLIC - PART B ITEM

Resolved that the following item be considered confidential and exclusion of members of the public or press be permitted under the Local Government Act 1972.

SR 059/02/21 Brunstock Pond

An update regarding legal proceedings for the above was given to members and mediation and court procedures discussed.

SR 060/02/21 DATE OF NEXT MEETING

Resolved that the next online meeting of the Parish Council will be held on Wednesday 10th March 2021 at 7.30pm.

There being no further business the meeting was closed at 8.45pm.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned in the center of the page.

Stanwix Rural Parish Council

Minutes of a Virtual Meeting Held on Wednesday 10 March 2021 at 7:30 P.M.

PRESENT

The Chairman Cllr C Nicholson, Cllr's A Coles, M Ellmore, A Lightfoot, D Milburn, H Phillips, C Savory, S Splinter and N Watson.

IN ATTENDANCE

City Cllr's P Nedved, E Mallinson and F Robson. County Cllr J Mallinson. One member of the public. The Clerk, S Kyle.

SR 061/03/21 APOLOGIES FOR ABSENCE

No apologies were received.

SR 062/03/21 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

No requests for dispensations were received and no declarations of interest were made.

SR 063/03/21 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 10 FEBRUARY 2021

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

SR 064/03/21 PUBLIC PARTICIPATION

One members of the public was in attendance for observation.

City Cllr E Mallinson noted that a speed monitoring device had been placed temporarily on Brampton Rd in response to ongoing speeding concerns. Feedback from the monitoring station will be sent to the CRASH group for analysis and further action if appropriate.

County Cllr J Mallinson informed members that signage for the A689 has been scheduled in the forthcoming Highways works programme, in response to the HGV report compiled by the Parish Council. He also noted that signage for Brunstock was being passed onto Connect Roads for their attention.

City Cllr F Robson noted ongoing reports of anti-social behaviour at Eden Gate in Houghton and urged that all instances are reported to the Police.

City Cllr P Nedved reported that a rapid response vehicle had been launched by the City Council for fly-tipping and littering.

SR 065/03/21 VILLAGE MATTERS

065.1 Houghton Village Wildlife Project

Cllr Phillips updated members that leaflets had now been distributed door-to-door with a positive response so far achieved. He also noted that publicity will be provided through an article in the next Carlisle Living magazine.



065.2 Houghton Village Green lane to Co-op Square

Resolved to authorise repairs by Tolson's, to the above, at a cost of £3,416.10 + VAT. Work to be put on hold until drainage matters on the Highway are resolved.

065.3 Houghton Village Green

A request to undertake works on the Village Green had been received by a resident. A plan of the area was shown to Cllr's and it was noted that paving slabs would be lifted and replaced with grass matting on an area of Green outside of the control of the Parish Council. A further request to lay a new pathway on Village Green under the ownership of the Council was also considered.

Resolved that no objections are to be made for proposed grass matting to be laid on Green under the owner's own control but permission for a new pathway on Parish Council maintained land could not be authorised. A compromise solution using an existing pathway is to be suggested to the householder.

Action: CN/SK

065.4 Drainage

Further evidence regarding requested works adjacent to 1 The Green were considered alongside existing drainage issues in the vicinity. County Cllr J Mallinson reported that an on-site meeting for the drainage mentioned in item 065.2 could be arranged and it might be that this area is considered concurrently. Cllr Phillips also reported that a complaint regarding the drainage had been made to him and directly to County Cllr Mallinson.

Resolved that an on-site meeting to discuss both drainage problems in Houghton be arranged and that the householder request permission to repair a trench on the Green be requested to delay until all matters are resolved.

Action: CN/SK

SR 066/03/21 PLANNING MATTERS

066.1 Responses Submitted Prior to the Meeting

Resolved to ratify submitted responses, which had been previously circulated to all Cllr's and are available on the Carlisle City Council website, to the following planning applications:

21/0061 Rickerby Cottage, Rickerby Mews, Rickerby, Carlisle, CA3 9AA - Erection of Detached Garage

21/0142 Lea Cottage, Linstock, Carlisle, CA6 4PZ - Demolition of Existing Single Storey Lean-To Extension and Erection of Two Storey Rear Extension to Provide Kitchen, Utility and WC On Ground Floor with Bedroom and Bathroom Above

21/0144 Inglewood, Linstock, Carlisle, CA6 4QD - Erection of Single Storey Side and Rear Extensions to Provide Kitchen/Dining/Living Room, Utility and Shower Room

21/0161 129 Tribune Drive, Houghton, Carlisle, CA3 0LF - Erection of First Floor Side Extension to Provide En-Suite Bedroom



21/0189 106 Longlands Road, Carlisle, CA3 9AF - Demolition of Detached Garage; Erection of Two Storey Side Extension to Provide Store, WC & Utility on Ground Floor with En-Suite Bedroom Above; Single Storey Rear Extension to Provide Extended Kitchen/Living Room. Alterations to Front of Property to Create 2no. Parking Spaces

066.2 To consider new applications received:

21/0111 Eden Golf Club, Crosby on Eden, Carlisle, CA6 4RA - Change of Use of Part of Golf Course to Allow for Stationing of Up To 100 Caravans

Resolved that further consideration is required to consider the large application, including concerns regarding an apparent lack of environmental impact assessment, therefore an extension has been obtained and a draft response will be compiled and circulated to all members prior to submission.

Action: CN/DM

066.3 To Note Planning Permission Notices Received

Resolved to note the following planning notices:

20/0882 Walby Hall, Birky Lane, Walby, Carlisle, CA6 4QL - Erection of Agricultural Building to Cover Existing Silage Clamp

20/0692 Land adjacent to Shortdale Cottage, Tarraby Lane, Tarraby, Carlisle, CA3 0JT - Residential Development (Outline) (Revised Application)

SR 067/02/21 ADMINISTRATIVE MATTERS

067.1 Delegation Scheme

A proposed scheme had been circulated alongside the agenda.

Resolved to adopt an updated delegation scheme, documenting procedures generally but particularly during the COVID pandemic.

067.2 Provision of IT Services

Resolved to authorise renewal of ongoing costs for Zoom, Adobe Acrobat and Office 360 (£119.90, £150.92, and £59.00 annually)

067.3 Review of Policies

Resolved to note that the Clerk has reviewed Standing Orders, Financial Regulations and GDPR policies with no suggestions for amendments for the current Council year.

067.4 Community Action Plan

The quarterly update to the above had been circulated alongside the agenda and was **noted**.

067.5 Summer Schemes

The provision of the summer play days in Houghton and Crosby was considered by Cllrs. Discussion was held regarding demand and potential liability.



Resolved to investigate whether sufficient demand for the scheme is available before considering further at the April meeting. Also resolved that any discussion over a fun day in Houghton over the summer be deferred until the July meeting.

Action: SK

SR 068/03/21 CLERK'S REPORT

B6264 Report

A response was sent to Highways following their correspondence. An update will be provided at a future meeting when a response is obtained.

Highways Issues

Date Notified	Location	Fault	Action	Reference	Progress
13.01.21	St John's Motorway Bridge	Road surfacing issues	Reported to Highways	W2181027318	Assessed by highways; no works to be undertaken but will continue to be monitored.
13.01.21	Houghton Road	Damaged sign	Reported to Highways	W2181027314	Checked 26 Feb – no update
13.01.21	Houghton Road	Damaged verge	Reported to highways	W2181027312	Checked 26 Feb – no update
13.01.21	Brunstock	Running Water	Reported to Highways	W2181031411	Reported as closed as no issues found; to be re-reported
24.01.21	Tarraby	Public footpath erosion	Reported to Footpaths officer	n/a	Notified that investigations were planned
22.02.21	Brunstock Lane	Fly-tipping	Reported to Carlisle City Council	00145486	
01.03.21	Houghton Road	Potholes	Confirmed with Highways	W2181032737	Ongoing discussions to establish if works completed satisfactorily

Flooding

The Clerk verbally reported that the Crosby Flood Group had met with the Environment Agency with the following outcomes:

- EA have put together an information pack to be viewed online and are producing a summary in plain language to be delivered to residents, with a reduction expected in the technical language. This should be available by Easter.
- Scheme delivery looks to be slipping; the Group are pressing for completion by October.
- Full funding has still to be secured.
- The preferred option is for the removal of the embankments at Warwick Holme.

SR 069/03/21 CONSULTATIONS

069.1 Model Design Code

Members were requested to consider the above consultation and respond accordingly as soon as possible.

Action: All

069.2 Local Government Reorganisation 2021

Members were informed that they can respond individually to the consultation and reminded that a CALC briefing is to take place, details provided in a previous email. Comments for collation should be sent to the Clerk as soon as possible for presentation at the April meeting.

Action: All

SR 070/03/21 FINANCE MATTERS

070.1 Payments Resolved that the following payments be approved:

Payee	Description	Amount
Sarah Kyle	February salary & reimbursements	£1260.99
HMRC	February PAYE & NI	£229.93
NEST	February Pension	£96.90
Equiphase	Website hosting	£66.00
At Home PC	Office 360	£56.00
Cumbria Payroll	August and March payroll	£36.00
Sarah Kyle	IT reimbursements	£270.82
	TOTAL:	£1,709.82

070.2 Bank Reconciliation

Noted: Balances at bank as of 28th February 2021:

Cash Account	£30,008.05
Unity Bank (current a/c)	£2,171.66
Unity Bank (savings a/c)	£28,000.00
Unbanked deposits	£1000.00
Income to 28/02/21	£49,691.02
Expenditure to 28/02/21	£50,585.56



070.3 Asset Register

Resolved to approve the updated asset register which had been circulated alongside the agenda.

070.4 Fidelity Insurance Guarantee

Resolved to note the adequacy of the above, prior to the receipt of the 2021/22 precept.

070.5 Review of Internal Audit Arrangements

Resolved that the internal audit plan, including the internal auditor terms of reference, be approved for 2020/21 until further review. Also **resolved** that the Council's internal audit procedures be considered effective and that the appointment of Mr. R Gordon as the Council's internal auditor, be continued until further notice.

SR 071/03/21 COUNCILLOR MATTERS

Cllr Nicholson noted concerns regarding a public right of way and dogs on the footpath. The matter had been reported to the Footpaths officer who had recommended referral to the PCSO.

Cllr Nicholson also reported that signage had been requested for the woodland walk to divert people away from the A689 when accessing Houghton Hall garden centre. Cllr Phillips noted that the entire walk needs resurfaced.

EXCLUSION OF PRESS & PUBLIC - PART B ITEM

Resolved that no business was to be transacted for the following item and therefore the exclusion of members of the public or press need not be actioned.

SR 072/03/21 Brunstock Pond

No business was discussed as there was no update from the previous meeting.

SR 073/03/21 DATE OF NEXT MEETING

Resolved that the next online meeting of the Parish Council will be held on Wednesday 14th April 2021. The meeting will commence directly after the closure of the Annual Parish Meeting, which will begin at the earlier time of 7.15pm.

There being no further business the meeting was closed at 8.43pm.

A handwritten signature in black ink, appearing to be a stylized name, possibly 'R. Phillips' or similar, written in a cursive style.