

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

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

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

ACTION

SR 639/4/18 Apologies for absence

Apologies were received and accepted from Cllr A Lightfoot.

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

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

SR 641/4/18 Requests for Dispensations

No requests for dispensations were received.

SR 642/4/18 Declarations of Interest

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

SR 643/4/18 Public Participation

No members of the public were in attendance.

SR 644/4/18 Financial Matters

644.1 Payments:

Resolved that the following payments be approved:

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

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

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

644.3 Income Received

Resolved to note the receipt of:

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

644.4 Grant Scheme 2018/19

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

Resolved: To award the following grants:

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

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

SR 645/4/18 Planning Matters

645.1 New Applications

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

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

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

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

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

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

645.2 Resolved to note Permission Notices Received:

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

SR 646/4/18 Clerk's Report

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

SR 620.1/2/18 M6 Motorway Noise

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

CLERK

SR 629.5/3/18 Finance/Risk Group

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

CLERK

SR 633.2/3/18 General Data Protection Regulations

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

CLERK

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

The response was submitted and a request has been made to attend a meeting of Councillors to discuss the points raised. This will be organised with the Finance/Risk group (with other interested members also) in the near future.

CLERK

SR 634.1/3/18 Summer Play Scheme

Dates have been set as:

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

SR 634.4/3/18 Linstock Notice board

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

CLERK

SR 647/4/18 Flood Recovery

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

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

AC/
CLERK

SR 648/4/18 Administrative Matters

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

Houghton

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

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

Crosby-on-Eden

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

648.2 Asset Refurbishment

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

SR 649/4/18 Village Matters

649.1 Tree Preservation Orders

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

CN/
CLERK

649.2 Dog Fouling

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

CD/CN

649.3 Memorial Bench

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

649.4 Crosby Parish Hall Play Area

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

649.5 Houghton in Bloom WW1 Commemoration

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

SR 650/4/18 Consultations

650.1 Electoral Review of Carlisle: Warding Arrangements

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

MF/CN

City Cllrs Bainbridge and Bowman entered at 8.30pm.

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

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

SR 652/4/18 Councillor Matters

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

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

SR 653/4/18 Date of Next Meeting

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

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