

**Minutes of a Meeting of Stanwix Rural Parish Council held on
Wednesday 12 September 2018 in the Village Hall, Houghton at 7:30 p.m.**

Present: The Chairman Cllr C Nicholson, Cllrs A Coles, M Fox, R Gordon, C Savory and M Sherriff (see item 703).

In Attendance: City Cllrs M Bowman and J Bainbridge (arrived 8.29pm). County Cllr J Mallinson. Two members of the public.

ACTION

SR 702/9/18 Apologies for absence

Apologies were received and accepted from Cllrs A Lightfoot and C Duncan.

SR 703/9/18 Minutes of the meeting of the Parish Council held on 11 September 2018

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

SR 703/9/18 Requests for Dispensations

No requests for dispensations were received.

SR 703/9/18 Co-Option of New Councillor

M Sherriff left the room for discussion of the item.

Resolved to co-opt with immediate effect, Mr M Sherriff to the Parish Council. Cllr Sherriff signed the Declaration of Acceptance of Office.

SR 704/9/18 Declarations of Interest

No declarations were made.

SR 705/9/18 Public Participation

A resident was in attendance to outline concerns over a neighbouring dwelling that had, he believed, exceeded the planning laws by expanding into more than fifty percent of the curtilage of the property, leading to his assumption that it was a necessity to place a structure in the front garden and use the footway for vehicular parking.

The resident was in continuing discussions with a City Council planning officer regarding the matter and they had stated that measurements had proven that all extensions and supplementary buildings were within the permitted development rights. City Cllr Bowman, who has been party to the email discussions, will confirm with the officer how the assessment has been made and will also arrange dialogue with the new Police Community Support Officer who has been assessing the parking concerns.

As an additional matter, concerns over the manner of the responses from the City Council officer were noted and it was confirmed an apology had been received by the resident.

It was agreed that relevant agenda item (min 711.4) be discussed at this stage of the meeting. Cllrs agreed that they would continue to offer support to the resident and a request was made that the Clerk continue to be copied into future correspondence. It was also suggested that face-to-face clear discussions between the planning officer and resident may prove helpful rather than continued email dialogue.

One resident left the meeting.

SR 706/9/18 Financial Matters

706.1 Payments:

Resolved that the following payments be approved:

Paid August for Ratification

Cumbria County Council, reapplication for license £31.50

Pond Services Cumbria, feasibility study £25.00

September payments

NEST Pension, September pension	£81.88
Sarah Kyle, salary and reimbursements	£1,308.23
HMRC, PAYE and NI	£226.30
Cumbria Payroll, August and September payroll	£36.00
Tech4 Office, July/Aug/Sept printing	£44.50
Houghton in Bloom, part-payment of grant	£170.25
Pattinsons Decorators, Crosby bus shelter	£200.00
R Hind Drainage, Linstock drainage works	£6,158.40
Crosby Parish Hall, CPCA grant repayment	£1,500.00
Houghton Village Hall, rental summer play days	£216.30
Crosby Parish Hall, rental summer play days	£120.00
Crosby Parish Hall, rental July	£20.00
CGM, grounds maintenance	£1,512.44
GLL, summer play days	£2,400.00
PFK Littlejohn, audit	£360.00
TOTAL	£14,354.33

706.2 Noted: balances at bank as at 31 August 2018:

Community Account	£2,637.49
Money Manager Account	£83,953.85
Cash Account	£2,569.55
Expenditure to 31/08/18	£22,685.75

706.3 Income Received

Resolved to note the receipt of:

- £1,500 from CPCA for repayment to Crosby Parish Hall
- £2,027.28 VAT repayment from HMRC

706.4 Grant Scheme 2018/19 Second Round

Resolved to advertise a second round grant scheme using the remaining budgetary funds. Any applications received will be considered in November.

CLERK

706.5 Audit Commission

Resolved to note the successful completion of the external auditor certificate and report 2017/18 with no matters to bring to the attention of the Council. Also **resolved** to note the display of the conclusion of notice of audit on both notice boards and website prior to the end of September 2018.

CLERK

SR 707/9/18 Planning Matters

707.1 Resolved to ratify decisions taken prior to the meeting, which had been previously circulated in full to all members and are summarised as follows:

18/0241 Waterside Cottage, Tarraby, Carlisle, CA3 0JS - Demolition Of Existing Portico And Erection Of New Porch/Entrance Together With Single Storey Extension To Existing Kitchen And Utility

Resolved: The Parish Council continue to object to this element [cladding] of the proposal and urges the LPA to demand a more sympathetic treatment of the required high design quality, rather than tolerate the underwhelming quality of design that is currently proposed.

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

Resolved: The Parish Council objects to the proposed unauthorised development; in addition it restates its earlier objections of 15 February 2018 and strongly advocates refusal.

18/0634 Larch House, 34 The Green, Houghton, Carlisle, CA3 0NG - Demolition Of Existing Single Storey Rear Extension; Erection Of Two Storey Rear Extension To Provide

Kitchen, Dining Room, Utility And Wet Room On Ground Floor With 2no. Bedrooms And Bathroom Above; Erection Of Porch To Front Elevation And Erection Of Detached Single Garage

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

18/0609 Carvina, Tarraby, Carlisle, CA3 0JS - Erection Of Detached Garage

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

18/0650 Beck Farm, Crosby on Eden, Carlisle, CA6 4QN - Erection Of 3no. Dwellings (Outline)

Resolved: The Parish Council strongly urges a postponement of the decision until a flood defence scheme is agreed. In the event of consent being granted, however, it advocates robust conditioning as outlined below, in order to give unambiguous notice of expected standards of design and; to provide a clear framework to inform the preparation of any future reserved matters application. The Parish Council therefore recommends conditioning to:

- Require high a quality of design having a restricted ridge height.

Reason: in order to inform the preparation of any subsequent reserved matters application to ensure that any development is settled well into existing landscape features.

- Require a Protected Species Survey to be completed and approved prior to the issue of any outline consent and prior to the alteration, or removal, of any on site building or habitat.

Reason: In order for the outline planning decision to be fully informed regarding any implications for protected species.

- No vegetation or structures suitable for nesting birds be cleared/removed during the period 1st March to 15th August in any calendar year

Reason: To ensure no impact on nesting birds.

- Require a dedicated high quality means of surface/waste water filtration.

Reason: To ensure the protection of Willow Beck and the R Eden SSSI/SAC.

18/0702 Green Acres, High Knells, Houghton, Carlisle, CA6 4JW - Change Of Use From Agricultural Land To Provide Additional Land For Existing Caravan Storage Compound

Resolved: The Parish Council is concerned that should this application be permitted the continued expansion of the site would be sufficient to result in the final creation of an unacceptable visual intrusion into open countryside that would be out of scale and character within the setting of the local rural landscape. The Parish Council must therefore object to this application and recommends refusal. Should consent be granted, however, the Parish Council would then urge conditioning to require interception measures to prevent the ground, or groundwater, contamination arising thorough accidental leaks or spillages.

707.2 New Applications:

18/0050/S211 Meadow Cottage, Tarraby, Carlisle, CA3 0JS - Removal Of Ash Tree

Resolved: That the Parish Council strongly advocates the retention of trees, whenever this is possible. It recognises however that circumstances may arise when expert opinion advises that retention is not a viable option. The Parish Council therefore recommends determination in accordance with specialist advice of the City Council Landscape Architect/Tree Officer.

18/0783 Gosling Sike Farm, Houghton Road, Houghton, Carlisle, CA3 0LD - Construction Of Timber Pergola To Office Entrance

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

707.3 Resolved to note Permission Notices Received:

18/0512 Crosshill Cottage, Blackford, Carlisle, CA6 4DU - Raising Of Roof To Provide First Floor Accommodation Comprising 1no. En-Suite Bedroom With Balcony To East Elevation, 4no. Bedrooms And Bathroom; Reconfiguration Of Ground Floor Accommodation, Erection Of Porch To South Elevation And Covered Patio Area To East Elevation

18/0634 Larch House, 34 The Green, Houghton, Carlisle, CA3 0NG - Demolition Of Existing Single Storey Rear Extension; Erection Of Two Storey Rear Extension To Provide Kitchen, Dining Room, Utility And Wet Room On Ground Floor With 2no. Bedrooms And Bathroom Above; Erection Of Porch To Front Elevation And Erection Of Detached Single Garage

18/0535 39 Jackson Road, Houghton, Carlisle, CA3 0NP - Erection Of First Floor Side Extension To Provide En-Suite Bedroom

18/0505 33 Whiteclosegate, Carlisle, CA3 0JA - Change Of Use Of Agricultural Land To Garden

18/0504 29 Whiteclosegate, Carlisle, CA3 0JA - Change Of Use Of Agricultural Land To Garden

18/0591 Land to the north east of Windsor Way, Carlisle - Erection of Electricity Substation

Cllr Mallinson left the meeting at 8.20pm.

SR 709/9/18 Clerk's Report

SR 647/4/18 Motorway Bridge/Brunstock Beck

A letter, to be sent to the Environment Agency regarding the above, is to be completed in due course.

AC

SR 697/7/18 Houghton Fair

Three responses, indicating a willingness to attend a planning meeting for a 2019 Houghton Fair, have been received. The Clerk has organised a meeting for Wednesday 26th September for anyone interested; posters will be displayed to advertise this.

CLERK

SR 697.6/7/18 A689 Safety/Brunstock

Correspondence remains ongoing; an article was published in the Cumberland News and there has been confirmation the matter will continue to be discussed at the September CRASH meeting.

SR 697.8/7/18 Ornamental Trees, Houghton Village Green

Following discussions with Houghton In Bloom, the resident on the Green requesting permission to plant 2 small trees has been written to, with suggestions for suitable varieties provided. A further letter will be sent to confirm if assistance with the purchase and planting is required.

CLERK

SR 698.1/7/18 St. Cuthbert's Garden Village

After evaluation of the information received, it was deemed unnecessary to submit a response.

SR 696.3/7/18 Crosby Parish Hall/Playing Field

The Management Committee of Crosby Parish Hall are currently determining their legally constituted status going forward. This may have implications for the management of the adjacent playing field. The matter will be taken forward by the Finance/Risk working group in late September prior to formal reporting to the Council in October/November.

F/R
GROUP

SR 709/9/18 Flood Recovery

Cllr Fox reported that the Rickerby scheme is making progress and that it should be underway by the end of this financial year or the beginning of next. The Crosby scheme is making slower progress,

with ground investigations taking place to establish where the scheme will go. It is understood that options will be investigated and a decision taken by the end of the calendar year. This to include local consultation. It was however noted that issues regarding the commissioning of the pump in Crosby are still unresolved.

City Cllr Bainbridge entered the meeting at 8.29pm and City Cllr Bowman left at 8.31pm.

SR 710/9/18 Administrative Matters

710.1 Community Plan - Action Plan

The quarterly update report had been circulated alongside the agenda and was received and noted. It was agreed that a discussion regarding footpaths and cycle ways is necessary to begin to progress the issues and that a review of other issues in the Parish should be considered at this stage to determine if any need inclusion.

F/R
GROUP

It was noted under this item that the footway outside Eden Gate is suffering from breakthrough weeds, cracking the pavement. It was also noted that ducts opposite the road here remain exposed. The Clerk is to report both to Highways.

CLERK

710.2 Summer Fun Days

This item was deferred until the next meeting so that a full discussion could take place once numbers of participants has been confirmed. It was reported that numbers appear to be increased from 2017.

CLERK

710.3 Airport Meeting

Cllrs Nicholson, Fox and Coles had attended a meeting at the airport, hosted by the general manager in which they were given a tour and provided with reassurances about future plans. All agreed the private meeting had been useful with all three members feeling impressed and encouraged following it. Cllr Nicholson had then attended a consultative committee meeting, which every commercial airport in the country is required to host. The meetings will continue to take place quarterly. A summary of the main points raised in the meeting was provided for members, including confirmation that an assessment of wildlife in a 13km radius of the airport was compulsory.

SR 711/9/18 Village Matters

711.1 No Cold Calling Zone

As mentioned at the July meeting, assistance in establishing the above had been requested for potential implementation in Crosby-on-Eden. Information packs containing templates for the necessary steps are all available online.

Resolved: To give full support to residents in establishing the above if desired.

CLERK

711.2 Brunstock Pond

Three quotations had been received for the refurbishment of the pond in Brunstock for £7,750.27, £9,260.75, and £33,000. A grant application had been submitted to Cumbria Waste Management Environment Trust for the project and a further supporting application is to be made to Cumbria County Council.

Resolved: To accept the quotation for £7,750.27 from Pond Services Cumbria, dependent upon successful receipt of sufficient grant funding.

CLERK

711.3 Linstock Drainage

It was noted that works in Linstock had now been completed. Concerns had been raised from the grounds maintenance team regarding the drains being exposed and therefore making grass cutting problematic. It was agreed that as the end of the grass cutting season is nearby to monitor the success of the drainage system and consider the issue again if necessary in the spring.

711.4 Tribune Drive Parking

The item had been considered during public participation.

711.5 Crosby Play Area

It was noted that vandalism had occurred in the play area, with the gate to the under 7's area being kicked off its hinges. The repairs were being handled by the grounds maintenance team.

SR 712/9/18 Consultations

712.1 Carlisle District Ward Boundaries

The proposals for the above, namely to put the majority of the parish into a new Stanwix and Houghton ward, coupled with Stanwix Urban, had been circulated via email prior to the meeting. Concerns were raised about the need to retain a rural voice and regarding the calculations provided regarding anticipated electorate numbers in the future.

Resolved: A submission to be formulated by Cllrs Nicholson and Fox, to be considered at the next meeting. Cllrs who wish to contribute are asked to email their comments as soon as possible for inclusion.

CN/MF
ALL

712.2 Cumbria Constabulary 2018 Public Consultation Survey

Cllrs were encouraged to complete the above consultation online and to email comments to the Clerk if desired so that a joint Council response can be submitted. It is to be reported that concerns exist regarding linear surveys and stress the disadvantages in using such an online method.

CLERK

SR 713/9/18 Schedule of Correspondence, Notices and Publications

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

SR 714/9/18 Councillor Matters

Cllr Coles reported a meeting of the Eden Gate residents had taken place with several issues being discussed, including the play area and its ongoing maintenance. Issues regarding the safety of the SUDS pond were also raised and are ongoing, as are the adoption of roads in the estate. Cllrs Coles is to include the Clerk in any necessary correspondence.

Cllr Savory reported that he will be monitoring Houghton Road for surface water flooding over the coming months.

SR 715/9/18 Date of Next Meeting

Resolved that the next meeting of the Parish Council be held on Wednesday 10th October 2018 in the Parish Hall, Crosby-on-Eden at 7.30pm.

There being no further business, the Chairman closed the meeting at 9.15pm.