



Chairman: Cllr C Nicholson

Clerk: Sarah Kyle, Hill House, Walton, Brampton, CA8 2DY  
[www.stanwixrural.co.uk](http://www.stanwixrural.co.uk) [clerk@stanwixrural.co.uk](mailto:clerk@stanwixrural.co.uk) Tel: 01228 231124

8<sup>th</sup> July 2021

A meeting of Stanwix Rural Parish Council will take place on:

**Wednesday 14<sup>th</sup> July 2021 in the Parish Hall, Crosby-on-Eden at 7.30pm**

This is a public meeting and whilst all are welcome, due to current COVID restrictions, members of the public (and press) will be limited to the first six to attend. If you do plan on attending the meeting, it would be beneficial to inform the Clerk in advance, using the above contact details. Arrangements will be made for any members of the public who wish to make representations.

Social distancing measures will be in place, and it will be compulsory to wear a face mask.

Please do not attend if you show any COVID-19 symptoms or have been asked to self-isolate.

Yours faithfully

A handwritten signature in black ink, appearing to be 'SK'.

Sarah Kyle  
Clerk & Responsible Financial Officer

## Agenda

- 1. Apologies for Absence**  
To receive apologies and approve reasons for absence
- 2. Minutes of the meeting of the Parish Council held on 5<sup>th</sup> May 2021**  
To resolve to authorise the Chairman to sign to approve the accuracy of the **attached minutes**.
- 3. Declarations of Interest and Request for Dispensations**
  - a) The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest and to
  - b) receive declarations by members of interests in respect of items on this agenda
- 4. Public Participation**  
In accordance with Standing Order 3e the Chairman will, at his discretion:
  - a) invite members of the public to address the meeting in relation to the business to be transacted at this meeting; and
  - b) receive reports from City and County Councillors
- 5. Village Matters**
  - 5.1 Tribune Drive Play Area**  
To consider an update regarding a potential lease for the area
  - 5.2 Houghton Wildlife Village Project**  
To receive an update regarding the grant status and group
- 6. Planning Matters**
  - 6.1 To ratify responses made prior to the meeting, as listed in the **attached Appendix A:****

## **6.2 To consider new applications received:**

**21/0318 The Old Grove, Linstock, Carlisle, CA6 4QD** - Restoration And Alterations To Dwelling And Attached Letting Unit; Demolition Of Conservatory And Erection Of Sunroom With Balcony Above (LBC)

**21/0333 Eden Croft, Green Lane, Crosby on Eden, Carlisle, CA6 4QN** - Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 16/0787 (Conversion And Extension Of Barn To Create 1no. Dwelling ) To Alter Design Of Extension

**21/0686 42 Antonine Way, Houghton, Carlisle, CA3 0LG** - Erection Of Detached Garden Room (Revised Application)

**21/0638 46 Pennington Drive, Carlisle, CA3 0PF** - Relocation Of Existing Boundary Fence To Incorporate Additional Land Into Domestic Curtilage

## **6.3 To note decision notices received, as listed in the [attached Appendix B](#):**

## **7. Administrative Matters**

### **7.1 Community Led Plan review**

To note the [attached quarterly update](#)

### **7.2 Code of Conduct**

To consider adoption of the previously circulated updated Code of Conduct

### **7.3 Emergency Planning**

To consider appointment of a working group to update the Council Emergency Plan

## **8. Clerk's Report**

To note the [attached Clerk's Report](#), detailing progress with matters from the last meeting

## **9. Finance Matters**

### **9.1 Payments**

To authorise the payment of invoices and to note the bank reconciliation as listed in the [attached payment schedule](#)

### **9.2 Receipts**

To note income received:

- £8 each SLCC Payment from Hethersgill, Scaleby & Kirkbampton Parish Council's
- £46,500 Precept from Carlisle City Council

### **9.3 Grant**

To consider a grant application from Crosby Parish Hall for £3,000

### **9.4 Donation**

To consider a donation of £500 towards the Crosby Village Hall Village Fete

## **10. Councillor Matters**

An opportunity for Councillors to raise issues on behalf of residents in their ward.

*Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council.*

*Future agenda items should be submitted to the Clerk by 30<sup>th</sup> August 2021*

## **Exclusion of Press & Public - Part B Item**

The following item is considered confidential and the exclusion of members of the public or press as permitted under the Local Government Act 1972 is necessary.

### **11. Brunstock Pond**

To receive an update to the above matter

## **12. Date of Next Meeting**

To resolve that the next meeting of the Parish Council be held on Wednesday 8<sup>th</sup> September 2021 at 7.30pm in Crosby Parish Hall. The meeting will only take place subject to business to transact, COVID regulations, hall accessibility and member availability at that time.

## **STANWIX RURAL PARISH COUNCIL**

### **Minutes of a Virtual Meeting Held on Wednesday 5 May 2021 at 7:30 P.M.**

#### **PRESENT**

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

#### **IN ATTENDANCE**

City Cllr's P Nedved, E Mallinson and F Robson. County Cllr J Mallinson (entered at 7.57). The Clerk, S Kyle.

#### **SR 074/05/21 ELECTION OF CHAIRMAN**

**Resolved** that Cllr Nicholson be elected Chairman for the Council year 2021/22. Cllr Nicholson accepted the Declaration of Acceptance of Office and will sign the form following the meeting.

#### **SR 075/05/21 APPOINTMENT OF VICE-CHAIRMAN**

**Resolved** that Cllr Phillips be appointed Vice-Chairman for the Council year 2021/22.

#### **SR 076/05/21 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr's M Ellmore and D Milburn.

#### **SR 077/05/21 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

No requests for dispensations were received. Declarations of interest were made by Cllr Nicholson in respect of planning applications 21/0111 and 21/0299 as the applicants are known to him. Cllr Nicholson also declared an interest in any matters relating to Houghton Village Hall, his spouse being the Committee Treasurer.

#### **SR 078/05/21 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 10 MARCH 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 079/05/21 PUBLIC PARTICIPATION**

No members of the public were present, and the City Councillors reported that any business they had to discuss was featured on the agenda proper.

#### **SR 080/05/21 VILLAGE MATTERS**

##### **080.1 Tribune Drive Play Area**

An update was given regarding a grant application made to the Green Recovery Challenge Fund for £17,500 for the Wildlife Village Project. Further information was to be submitted prior to 7<sup>th</sup> May. Discussion was also held regarding the intention to apply for an asset transfer for the land at the Tribune Drive play area.

**Resolved** to submit a letter of intent to Carlisle City Council to request consideration be given to an asset transfer of the Tribune Drive play area land.

##### **080.2 Ronnie's Wood Drainage**

Consideration was given to the purchase of the above woodland following notification that is for sale.

**Resolved** not to proceed with any further consideration of the above.

## **SR 081/05/21 PLANNING MATTERS**

### **081.1 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:

**21/0195 The Orchard, Houghton House, Houghton, Carlisle, CA6 4DX** - Three Storey Side Extension to Provide Stairwell/Link Leading to Kitchen on Ground Floor, Living Room with Terrace on First Floor & 1no. En Suite Bedroom Above on Second Floor; Provision of Powered Access Gates to Existing Entrance

**21/0248 18 Vestaneum, Crosby on Eden, Carlisle, CA6 4PN** - Demolition of Conservatory and Erection of Two Storey Rear Extension to Provide Garden Room on Ground Floor with En-Suite Bedroom Above Together with Internal Alterations

**21/0270 33 The Green, Houghton, Carlisle, CA3 0NG** - Erection of New Boundary Wall with Metal Railings (Total 1.5 Metres Height) To Front and Side Elevations; Installation of Gates to Front

**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

**21/0297 26 Whiteclosegate, Carlisle, CA3 0JD** - Erection of Single Storey Front, Side & Rear Extensions to Provide Portico, Utility Room, 1no. En Suite Bedroom, Study & Orangery; Internal Layout Alterations and Associated External Works

**21/0298 Kingston, Linstock, Carlisle, CA6 4QD** - Erection of Rear Extension to Provide Extended Dining Room/Kitchen

**21/0303 177 Tribune Drive, Houghton, Carlisle, CA3 0LF** - Erection of Two Storey Rear Extension to Provide Kitchen/Dining Room & Sitting Room on Ground Floor With 2no. Bedrooms Above Together with Enlarged Driveway

**21/0318 The Old Grove, Linstock, Carlisle, CA6 4QD** - Restoration and Alterations to Dwelling and Attached Letting Unit; Demolition of Conservatory and Erection of Sunroom with Balcony Above (LBC)

**21/0294 42 Pennington Drive, Carlisle, CA3 0PF** - Relocation of Existing Boundary Fence to Incorporate Additional Land

**21/0310 Avalon, Rickerby, Carlisle, CA3 9AA** - Erection of Two Storey Extension to Provide Annexe Accommodation Joined to Main Dwelling Via Single Storey Car Port Link

**21/0317 Four O Boot Farm, The Knells, Houghton, Carlisle, CA6 4JH** - Erection of Calf Rearing Shed

**21/0299 South View, The Green, Houghton, Carlisle, CA3 0LN** - Change of Use of Former Equestrian Manege To Vehicle Storage Area (Retrospective)

**21/0333 Eden Croft, Green Lane, Crosby on Eden, Carlisle, CA6 4QN** - Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 16/0787 (Conversion and Extension of Barn to Create 1no. Dwelling ) To Alter Design of Extension

**081.2 To consider new applications received:**

**21/0391 Wensleydale, Tarraby, Carlisle, CA3 0JS** - Erection of Detached Double Garage with External Staircase (Revised Application)

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

**081.3 To Note Planning Permission Decisions Received**

**Resolved** to note the following planning decision notices:

Permission Notices

**20/0859 5 Primrose Bank, Crosby on Eden, Carlisle, CA6 4QT** - Erection of First Floor Granny Annexe Above Existing Double Garage

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

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

**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

Refusal Notices

**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

**SR 082/05/21 ADMINISTRATIVE MATTERS**

**082.1 Summer Play Scheme**

**Resolved** to provide six play days in July/August 2021: three days at Houghton Village Hall and three days at Crosby Parish Hall. Times and costs per child to remain in line with other parishes, expected to be 9.30am – 3.30pm and between £8 to £10 per day per child. City Cllr E Mallinson noted that the City Council were providing some plays schemes in other areas; details to be forwarded for display.

**082.2 Village Hall Reports - Houghton and Crosby-on-Eden**

*Houghton Village Hall*

It was noted that the first face-to-face meeting of the Committee had been scheduled for 26<sup>th</sup> May.

*Crosby Parish Hall*

A written report from the Vice-Chair had been sent for the meeting and will be circulated to all members following the meeting.

*County Cllr J Mallinson arrived at 7.57pm.*

### **082.3 Clerk's Additional Employment**

**Resolved** to note that the Clerk's locum appointment for Kirkbampton Parish Council has been made permanent.

### **082.4 Councillor Vacancies**

**Resolved** to note the resignation of S Splinter and the display of the requisite vacancy notice. Also **resolved** to approve expenditure of up to £59 on flyers for the Tarraby/Pennington/Wolsty area.

### **082.5 Programme of Meetings**

**Resolved** that the meeting dates for 2021/22 be the second Wednesday of each month, excluding June and August. Meetings will only go ahead during the pandemic if the amount of business on the agenda is justified and there is sufficient member availability. The venue of each meeting will be to consider due to issues in finding a suitable venue in Houghton. If no venue can be found by September, consideration will be given to moving the meeting date to allow for a rotation of locations to be implemented.

### **082.6 Review of Policies and Procedures**

**Resolved** to consider the review undertaken by the Clerk of the Council's complaints procedure; procedures and practices in respect of freedom of information, General Data Protection Regulations; and policy for dealing with the press/media and to agree that no changes are currently required.

### **082.7 Appointment of Representative to Outside Bodies & Appointment of Working Groups/Committees**

**Resolved** to appoint the following representatives to outside bodies:

- Houghton Village Hall Committee – Cllr A Lightfoot
- Crosby Village Hall Committee – the Hall to be contacted to find out if a representative can join their Committee.
- Brampton & Beyond Community Trust – No representative appointed

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

- Finance/Risk – Cllr's C Nicholson, H Phillips, A Coles, C Savory & A Lightfoot
- Planning & Housing – Cllr's C Nicholson, a vacancy & relevant ward Councillors
- Personnel - To be called on an ad-hoc basis according to need
- Salary Review – Vacancy & the Clerk
- Cllr Interview Panel - To be called on an ad-hoc basis
- Complaints/Appeals - Relevant selection based upon nature of complaint/appeal
- Environment & Recreation – Cllr's Phillips, Ellmore & Savory
- Highways & Transport – Cllr Coles & a vacancy
- Community Plan - Relevant selection called upon ad-hoc
- Houghton Fair Planning Group – Vacancy
- Brunstock Common – Cllr's Nicholson, Coles & Watson
- Flood Group – Cllr Ellmore

## SR 083/05/21 CLERK'S REPORT

### *Anti-Social Behaviour/Dog Barking*

Numerous complaints have been received from residents in Houghton regarding antisocial behaviour on Eden Gate and dog barking in the centre of the Village. These have been passed onto ward members as appropriate.

### *Freedom of Information*

A freedom of information request was received and responded to within the prescribed deadlines.

## Highways Issues

Date Notified	Location	Fault	Action	Reference	Progress
13.01.21	Houghton Road	Damaged sign	Reported to Highways	W2181027314	Work completed – issue closed
13.01.21	Houghton Road	Damaged verge	Reported to highways	W2181027312	Checked 7 Apr – no update
13.01.21	Brunstock	Running Water	Reported to Highways	W2181031411	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
20.03.21	The Garth, Crosby on Eden	Removal of lamp post and hole left	Reported to Highways	W2181039511	
23.04.21	36 Houghton Rd	Blocked gully	Reported to Highways	W2181043381	

### *Flooding*

It was noted that a meeting was due to be held between the Flood Group and the Environment Agency on 10<sup>th</sup> May. Serious concerns were raised regarding the lack of consultation and the lengthening time frame.

## SR 084/05/21 CONSULTATIONS

### **084.1 Local Government Reorganisation 2021**

**Resolved** to ratify the submitted response to the above consultation, which had been previously circulated to all Cllr's.

#### 084.2 Local Authority Remote Meetings: Call for Evidence

The above consultation had been previously circulated to all members; comments to be sent to the Clerk by 1<sup>st</sup> June for collation.

**Action: All**

#### 084.3 DCMS Rural Broadband Consultation

The above consultation had been previously circulated to all members; comments to be submitted by individuals if they feel appropriate.

#### SR 085/05/21 FINANCE MATTERS

**085.1 Payments Resolved** that the following payments be approved:

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Sarah Kyle	April salary	£1264.28
HMRC	April PAYE	£227.44
NEST	April pension	£96.90
Cumbria Payroll	April payroll	£18.00
YPO	Stationery	£90.05
Linstock WI Hall	Grant 2020/21	£250.00
Solway Comms	Telephone	£64.80
Cumbria Payroll	May payroll	£18.00
CALC	Subscription	£457.89
Came & Co	Insurance	£1034.23
SLCC	Membership	£208.00
Cluaran Landscape	Grounds works (Trees)	£498.00
Gordon Consultancy Ltd	Internal Audit	£108.00
		<b>£4335.59</b>

#### 085.2 Receipts

To note income received:

- Kirkbampton Parish Council, £30, Zoom contribution
- Hethersgill Parish Council, £30, Zoom contribution
- Scaleby Parish Council, £30 Zoom contribution
- Cumberland Building Society, £6.00, Bank interest

#### 085.4 Grant Scheme 2021/22 First Round

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

- Houghton Village Hall, windows, £1845.50 (LGA 1972 s144)
- Houghton In Bloom, annual expenses, £600 (PHA 1875, s164)
- Crosby Magazine, annual expenses, £150 (LGA 1972 s142)
- Susan's Farm, annual bonfire, £305 (max) (LGA 1972 s145)
- Linstock WI Hall, replacement wall, £3500 (LGA 1972 s144)

#### 085.6 Internet Banking

**Resolved** to reconfirm approval for the Clerk to authorise internet banking payments. It was agreed that a rota will commence for authorised login users of Unity Bank to confirm the reconciliation monthly. Also **resolved** to confirm approval for the direct debit for ICO and pension payments to continue.



## **SR 086/05/21. Annual Governance and Accountability Return 2020/21**

### **086.1 Internal Auditors Report**

**Resolved** to accept the end of year internal auditors report for the financial year 2020/21 which had been circulated alongside the agenda.

### **086.2 Annual Governance Statement**

**Resolved** to approve the Annual Governance Statement 2020/21 and authorise the Chairman to sign the Annual return. The document had been circulated alongside the agenda.

### **086.3 Accounting Statements**

**Resolved** to approve the Accounting Statements for 2020/21 and authorise the Chairman to sign the annual return. The document had been circulated alongside the agenda.

## **SR 087/05/21 COUNCILLOR MATTERS**

**Cllr Savory** queried whether any response had been received from Highways regarding the B6264 survey; City Cllr E Mallinson is to chase a response from them.

**City Cllr E Mallinson** also noted her assistance with dog barking issues in Houghton as well as anti-social behaviour on Eden Gate.

**Cllr Phillips** requested consideration be made to promptly removing street furniture on Houghton Village Green.

**Action: CN**

**Cllr Coles** noted concerns regarding the placement of the bin in the play area which was regularly being used for the disposal of dog waste bags.

## **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 088/05/21 Brunstock Pond**

Further consideration was given to ongoing legal proceedings regarding the above.

## **SR 089/05/21 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 14<sup>th</sup> July 2021 at 7.30pm in Crosby Parish Hall. The meeting will only take place subject to business to transact, COVID regulations, hall accessibility and member availability at that time.

There being no further business the meeting was closed at 9.13pm.

**Appendix A**  
**Planning Responses Made Prior to the Meeting**

**21/0335 Sundawn, Brunstock, Carlisle, CA6 4QG** - Erection Of Summerhouse  
(Retrospective)

**21/0406 Land at Lansdowne Close, Carlisle, CA3 9HN** - Erection Of 10no. Dwellings

**21/0266 Park Broom Lodge, Park Broom, Crosby on Eden, Carlisle, CA6 4QH** - Change Of  
Use From Guest House To 3no. Dwellings

**21/0451 7 Green Lane, Houghton, Carlisle, CA3 0NT** - Erection Of Single Storey Rear  
Extension To Provide Extended Kitchen & Bedroom

**21/0567 Eden Grove, Crosby on Eden, Carlisle, CA6 4QJ** - Continuation Of Alterations To  
Fireplaces & Internal Wall Claddings; New Openings In Internal Walls; Removal Of Lift &  
Installation Of New Stair And Installation Of New Timber Partition (LBC)

**21/0597 Greengate, The Orchard, Crosby on Eden, Carlisle, CA6 4QN** - Erection Of Two  
Storey Rear Extension To Provide Living Room, Dining Room And Kitchen On Ground Floor  
With En-Suite Bedroom And Balcony Above

**21/0615 Beck Farm, Crosby on Eden, Carlisle, CA6 4QN** - Erection Of 5no. Dwellings  
(Outline/Revised Application)

**21/0582 Beech House, 2 Vestaneum, Crosby on Eden, Carlisle, CA6 4PN** -Erection Of First  
Floor Side Extension To Provide En-Suite Bedroom & Dressing Room

**21/0652 & 21/0653 Rondo Cottage, Linstock, Carlisle, CA6 4PZ** - Demolition Of Existing  
Single Storey Rear Extension And Erection Of Replacement To Provide Kitchen, Utility & WC  
Together With Internal Alterations (LBC)

## **APPENDIX B**

### **Permission Notices Received**

21/0391 Wensleydale, Tarraby, Carlisle, CA3 0JS - Erection Of Detached Double Garage With External Staircase (Revised Application)

21/0248 18 Vestaneum, Crosby on Eden, Carlisle, CA6 4PN - Demolition Of Conservatory And Erection Of Two Storey Rear Extension To Provide Garden Room On Ground Floor With En-Suite Bedroom Above Together With Internal Alterations

21/0297 26 Whiteclosegate, Carlisle, CA3 0JD - Erection Of Single Storey Front, Side & Rear Extensions To Provide Portico, Utility Room, 1no. En Suite Bedroom, Study & Orangery; Internal Layout Alterations And Associated External Works

21/0298 Kingston, Linstock, Carlisle, CA6 4QD Erection Of Rear Extension To Provide Extended Dining Room/Kitchen

21/0270 33 The Green, Houghton, Carlisle, CA3 0NG - Erection Of New Boundary Wall With Metal Railings (Total 1.5 Metres Height) To Front And Side Elevations; Installation Of Gates To Front

21/0303 177 Tribune Drive, Houghton, Carlisle, CA3 0LF - Erection Of Two Storey Rear Extension To Provide Kitchen/Dining Room & Sitting Room On Ground Floor With 2no. Bedrooms Above Together With Enlarged Driveway

21/0310 Avalon, Rickerby, Carlisle, CA3 9AA - Erection Of Two Storey Extension To Provide Annexe Accommodation Joined To Main Dwelling Via Single Storey Car Port Link

21/0317 Four O Boot Farm, The Knells, Houghton, Carlisle, CA6 4JH - Erection Of Calf Rearing Shed

21/0335 Sundawn, Brunstock, Carlisle, CA6 4QG - Erection Of Summerhouse (Retrospective)

### **Refusal Notices Received**

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



## Stanwix Rural Community Action Plan 2017 - 2021



Issue	Action(s)	Lead Group & Partners	Priority	Timescale	Resources	Progress
<b>A689</b>						
Concerns regarding safety/RTA's/near misses on road, including the need for additional road signage to indicate junctions more clearly	Collate safety data and work with lead agency to progress	<b>Cumbria Highways</b> Parish Council	High	1 - 3 years	Parish Council to continue partnership working with agencies for funding	CCC suggestion rejected by residents in Brunstock. No progress on A689 elsewhere.
Provision of footpaths & cycle ways	Identify areas for development	Parish Council Cumbria County Council	Low	2 - 5 years		Submitted route idea from Houghton Hall Garden Centre to Brunstock waiting for response.
B6264 HGV Usage	Concern regarding increased HGV usage on B6264	Cumbria Highways Parish Council				Response sent to Highways.
<b>Brunstock Common Land</b>						
No recreation facilities available; lack of maintenance/development	Begin plan of maintenance for the area (better hedge cutting) Consider additional seating Interpretation panel on hold until pond issues resolved	<b>Parish Council</b> Brunstock residents	High	1 - 3 years	Parish Council External Funders Local People Grant bodies	Pond works currently on hold.
<b>Police Problems</b>						
Speeding in Houghton	Reduce speeding, raise awareness Lobby for increased signage; begin use of speed radar gun. Consider use of illuminated signage on Houghton Road.	<b>Cumbria Police</b> <b>Local residents</b> Parish Council Cumbria Highways	Ongoing	1 - 2 years	Parish Council Cumbria County Council; Cumbria Police	Police van in regular attendance. No speedwatch at present due to COVID.
Anti-social behaviour in Houghton	Work with community and police to address issues	<b>Cumbria Police</b>	High	Asap	Cumbria Police	Ongoing
<b>Young People</b>						
Develop and foster a working	Identify and engage with local youth groups;	Parish Council;	Low	1 - 5 years	Parish	Community research on hold



## Stanwix Rural Community Action Plan 2017 - 2021



relationship for issues regarding young people in the Parish	Consider Youth Council. Joint working with local groups.	Local youth groups (e.g. scouts, guides, young farmers)			Council	
<b>Flood Defences</b>						
To support the established flood group in Crosby-on-Eden	To provide necessary support as appropriate for the flood defence/action group	<b>Local Residents</b> Parish Council Environment Agency Carlisle City Council Cumbria County Council	High	1 - 2 years	Parish Council Environment Agency Carlisle City Council Cumbria County Council	Work to commence on an updated emergency plan.
<b>Completed Projects</b>						
<b>Street Lighting in Houghton</b>						
Concerns regarding street lighting in numerous areas	Ask for a survey to be carried out of lighting and discuss options for increased provision	<b>Cumbria County Council</b> Parish Council Local Residents	Medium	2 - 5 years	Cumbria County Council; Parish Council	Works completed although Orchard Lane dark spot noted.
<b>A689</b>						
Rubbish clearance	Encourage reporting of fly-tipping	Cumbria County Council Carlisle City Council Parish Council				System for reporting of fly-tipping adequate
<b>Police Problems</b>						
Lack of police presence	Identify reasons for perception of lack of presence; Seek increased visibility if appropriate; Ask Police and Crime Commissioner for input	Police and Crime Commissioner Parish Council <b>Cumbria Police</b> Local Residents	Medium	1 - 3 years	Parish Council	Request made to Police



## Stanwix Rural Community Action Plan 2017 - 2021



Project	Lead Person	Priority	Timescale	Resources (Adjusted)	Progress
<b>Brunstock Common</b>					
Pond restoration	Environment Group	High	n/a	£0 although grant funds still to claim	In progress
<b>Contingency Project</b>					
Brunstock pond stone Work	Cllr Splinter	High	Completed	£3800 to spread over all contingency projects	Completed
<b>Community Plan Development</b>					
Brunstock Bench	Clerk	Low	Completed	£373 total cost	In place
<b>Interpretation Panels</b>					
Panel for Brunstock	Cllr Nicholson	Medium	> 6 months	£2500	On hold
<b>Footpaths &amp; Walks</b>					
Leaflets	Cllr Phillips	High	< 12 months	£400 – will require top-up from contingency	Leaflet production of first 3 walks in draft form. Walks being checked. Ongoing.
<b>WW1 Commemorations</b>					
Poppy seeds	Clerk	Low	Spring 2020	£42.04	Purchase new seeds for planting in spring 2022
<b>Summer Fair</b>					
Hosting of annual fair	Clerk	High	27 June 2020	Fair cost the Council £353 in 2019. Budget in place for 2021	2021 Fair cancelled due to likely social distancing restrictions.
<b>Land Registration</b>					
Registration of numerous parcels of land	Clerk	Low	> 2 years	£1730	Work now on hold
<b>Rural Play Scheme</b>					
6 hosted dates	Clerk	High	Set dates for summer	£1,631	6 dates to go ahead in summer 2021.

## CLERK'S REPORT 14 JULY 2021

### Summer Play Scheme

Bookings for the summer play scheme are now open and places are filling fast. The events have been advertised on Facebook and notice boards.

### Highways System

All members have been informed regarding the new online reporting system for Highways and are encouraged to use the new system going forward.

### New Member Leaflets

Leaflets have been obtained for distribution in Wolsty/Pennington areas to attempt to recruit new Councillors.

### Drainage, Houghton

The drainage issues in Houghton remain ongoing.

### Goal Post Green Maintenance

Works to refurbish the goal mouth areas has been carried out in time for the summer holidays.

### Play Inspections

The quarterly inspections have been carried out and a number of minor issues have been passed to the grounds maintenance team for action. Works to the BMX area are also required and investigations to find a suitable contractor are underway. Work also remains ongoing to appoint a weekly risk assessor for the play areas.

### Chippy Van

A request to remove the signage for the above from Houghton Village Green has been made.

### Near Boot

Correspondence has been exchanged with the owners of the above regarding future plans.

### Parliamentary Constituency Boundaries

The above consultation is noted however no direct impacts upon the parish are noted.

### Anti-social Behaviour

A number of complaints have been received regarding anti-social behaviour in Houghton. Residents are urged to log all incidences with the Police.

### Highways Issues

Date	Location	Fault	Action	Reference	Progress
13.01.21	Houghton Road	Damaged verge	Reported to highways	W2181027312	Checked 9 June – no update
13.01.21	Brunstock	Running Water	Reported to Highways	W2181031411	To re-report with photos of problem when evident
24.01.21	Tarraby	Public footpath erosion	Reported to Footpaths officer	n/a	Notified that investigations were planned
01.03.21	Houghton Road	Potholes	Confirmed with Highways	W2181032737	Closed on system
20.03.21	The Garth, Crosby on Eden	Removal of lamp post and hole left	Reported to Highways	W2181039511	Checked 9 June – no update
23.04.21	36 Houghton Rd	Blocked gully	Reported to Highways	W2181043381	Closed on system
09.06.21	Brunstock	Obstructed highways vision	Request for Highways to investigate mirror installation	W2181047757	Request denied.

**SCHEDULE OF PAYMENTS TO BE AUTHORISED 14 July 2021**

<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>Method</b>
Houghton in Bloom	Grant	£ 600.00	BACS
Sarah Kyle	May salary & reimbursements	£ 1,285.58	BACS
HMRC	May PAYE	£ 185.44	BACS
Cumbria Payroll	May Payroll	£ 198.00	BACS
NEST	May Pension	£ 96.90	DD
Play Inspection Co		£ 210.00	BACS
Burnetts	Legal Fees	£ 240.00	BACS
Right Print	Flyers	£ 59.00	BACS
Sarah Kyle	Trial fee reinbursements	£ 335.00	BACS
Burnetts	Legal Fees	£ 72.00	BACS
CALC	Training course	£ 20.00	BACS
Sarah Kyle	June salary	£ 1,364.13	BACS
HMRC	June PAYE	£ 206.44	BACS
NEST	June pension	£ 96.90	BACS
Parish Online	Subscription	£ 228.00	BACS
Cluaran Landscapes	Grass cutting	£ 1,800.00	BACS
Cluaran Landscapes	Goal mouths	£ 144.00	BACS
YPO	Stationery	£ 30.47	BACS
Unity	Service Charge	£ 18.00	DD
		<b>£ 7,189.86</b>	

**Bank Reconciliation**

Cash Book:

Balance at 01.04.21	£59,073.07
Receipts to 30.06.21	£46,524.00
	<u>£105,597.07</u>

Less expenditure at 30.06.21	£ 11,380.08
------------------------------	-------------

Balance at 30.06.21	<u><b>£ 94,216.99</b></u>
---------------------	---------------------------

Represented by:

Cash Account (CBS)	£30,014.05
Current A/C (Unity)	£2,225.92
Savings A/C (Unity)	£60,977.02
plus unbanked deposits	£1,000.00
	<u><b>£ 94,216.99</b></u>