



Chairman: Cllr C Nicholson

Clerk: Sarah Kyle, Hill House, Walton, Brampton, CA8 2DY
www.stanwixrural.co.uk clerk@stanwixrural.co.uk Tel: 07548 981 009

2nd March 2023

A meeting of Stanwix Rural Parish Council is to be held on:

Wednesday 8th March 2023 in the Village Hall, Houghton at 7.30pm.

This is a public meeting and all members of the public and press are welcome.

Yours faithfully

A handwritten signature in black ink, appearing to be 'S. Kyle', written over a light blue horizontal line.

Sarah Kyle

Clerk & Responsible Financial Officer

Agenda

1. Apologies for Absence

To receive written apologies and approve reasons for absence

2. Minutes of the Meeting of the Parish Council held on 11th January 2023

To resolve to authorise the Chairman to sign to approve the accuracy of the 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 Orders](#) 3e – 3k, 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. Planning Matters

5.1 To ratify responses to Planning Applications made prior to the PC Meeting:

22/0747 Fairholme, Birky Lane, Walby, Carlisle - Change Of Use Of Former Poultry Unit To 3no. Units For Use Class B8 (Storage & Distribution)

23/0001/SNBN Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS - Erection of 4no. dwellings (Street Naming)

23/0001/S211 Meadow Cottage, Tarraby, Carlisle, CA3 0JS - Works To 1no. Sycamore Tree In Tarraby Conservation Area

23/0022 The Hawthorns, Linstock, Carlisle, CA6 4PY - Erection Of Single Storey Rear Extension To Provide Garden Room

22/0034 TPO (Plots 6 & 8) Land at Lansdowne Close, Carlisle, CA3 9HN - Pollard 1no. Ash Tree to 5m, Crown Raising By 10% Canopy Volume To 1no. Oak & 1no. Ash Tree

23/0062 59 Millcroft, Carlisle, CA3 0HT - Erection Of Single Storey Extension To Rear To Provide Additional Living Accommodation; Front Extension To Provide Porch On Ground Floor With New Roof Over To Create First Floor Area; Installation Of Solar Panels To Rear Elevation; Extension To Driveway

23/0114 Crosby Moor Garage, Crosby Moor, Crosby on Eden, Carlisle, CA6 4QX - Variation Of Condition 1 (Approved Documents) Of Previously Approved Application 22/0036 To Amend Design Of Filling Station Building Relating To Original Permission 94/0348 (Redevelopment Of Existing Filling Station & Workshop)

5.2 To consider Planning Applications Received:

23/0109 Land at Fern Bank, Linstock, Carlisle, CA6 4PZ- Erection Of 2no. Dwellings (Outline)

5.3 To note Permission Notices Received:

22/0887 Houghton House Farm, Houghton, Carlisle, CA6 4DX - Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 22/0222 (Refurbishment Of Existing Farmhouse, Bothy & Cart Shed To Non-Residential; Demolition Of Woodstore, Barn & Shed; Erection Of 1no. Dwelling, New Garaging, Landscaping & Rerouted Public Footpath) To Amend Position Of Garage & Access To Site

22/0747 Fairholme, Birky Lane, Walby, Carlisle, CA6 4QL - Change Of Use Of Former Poultry Unit To 3no. Units For Use Class B8 (Storage & Distribution)

22/0933 Derry Gore, Brunstock, Carlisle, CA6 4QG - Demolition Of Existing Bungalow & Erection Of Replacement Dormer Bungalow

5.4 To Consider Updates with Ongoing Planning Applications

19/0452 - L/A Croft House Brunstock

22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings With Associated Parking, Landscaping, Drainage And Surface Water Attenuation, Public Open Space And Access

22/0688 St Johns Church, Crosby on Eden, Carlisle - Erection of single storey extension to provide WC

22/0034 TPO (Plots 6 & 8) Land at Lansdowne Close, Carlisle, CA3 9HN - Pollard 1no. Ash Tree to 5m, Crown Raising By 10% Canopy Volume To 1no. Oak & 1no. Ash Tree (*Fence adjacent*)

6. Village Matters

6.1 Houghton Village Green Drainage (1 – 8 The Green)

To consider any update with the above, including discussion of obtained archive materials

6.2 Summer Play Scheme

To consider the provision of 6 days, split between Houghton and Crosby

6.3 Tarraby Common Land

To consider damage incurred

6.4 Houghton Verges

To consider complaint received

7. Administrative Matters

7.1 Review of Policies

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

7.2 Risk Assessment

To consider approval of the risk assessment

8. Clerk's Report

To receive a report from the Clerk, detailing progress with matters from the last meeting

9. Highways Matters

9.1 A689 Safety

To note concerns raised regarding traffic safety including signage for wildlife

9.2 SID Device

To authorise expenditure of £3990 incl. VAT on a speed indication device and consider the response received from Cumbria Highways

10. Finance Matters

10.1 Payments

To authorise the payment of invoices and to note the bank reconciliation as listed in the payment schedule

10.2 Receipts

To note receipt of £500 from Cumbria County Council towards the speed indication device; £4200 from Carlisle City Council towards Linstock Play area equipment; £500 from Cumbria County Council towards Linstock play equipment; and £138.32 from Unity Bank in interest

10.3 Grant Scheme Outstanding Claims 2022/23

To consider agreement for carrying forward unspent funds from delayed projects in the current year into next year's grant budget for Linstock WI Hall and Houghton Village Hall

10.4 Grant scheme 2023/24

To consider opening the grant scheme for 2023/24

10.5 Asset Register

To note the updated asset register and consider works needed for future quotations

10.6 Review of Internal Audit Arrangements

To review and consider approval of the current arrangements

10.7 Fidelity Insurance Guarantee

To consider a review of the above, prior to the receipt of the precept in April

11. 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 3rd April 2023

12. Date of Next Meeting

To resolve that the next meeting of the Parish Council be held on Wednesday 12th April 2023 in the Parish Hall, Crosby-on-Eden. The meeting will be preceded by the Annual Parish Meeting, which will commence at 7.20pm with the Parish Council meeting beginning immediately after.

STANWIX RURAL PARISH COUNCIL
Minutes of a Meeting Held on Wednesday 11th January 2023
at 7:40pm in the Parish Hall, Crosby-on-Eden

PRESENT

The Chairman Cllr C Nicholson, Cllr's A Coles, E Leitch, A Robinson, C Savory and N Watson.

IN ATTENDANCE

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

SR 258/01/23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs H Phillips and D Milburn. County Cllr J Mallinson also sent apologies.

SR 259/01/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 14 DECEMBER 2022

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

SR 260/01/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

A previously granted dispensation for Cllr Robinson remains current, with regards to planning application 22/0297. Cllr's Robinson also declared an interest (non-pecuniary) in planning application 22/0034TPO (raised only under Cllr Items) which was noted at the time, due to living on the same housing estate.

SR 261/01/23 PUBLIC PARTICIPATION

261.1 Members of the Public

One member of the public was in attendance to request further consideration be given to the removal of the boulders on Houghton Village Green. He read out an email he had sent to the Clerk prior to Christmas, noting that he did not intend on collating an updated petition. Discussion was held, including clarification that addressing damage to the Green had been discussed at least eight times at public Council meetings between February and December 2022, the use of boulders being mentioned four times over the same period. The Chairman requested that the member of the public allow the boulders some time to weather and settle in, alongside the planned planting scheme before reaching a final judgement. It was noted that the boulders may however need moved slightly to maximise effectiveness.

The Chairman reiterated that all members of the public are always welcome, even if their opinions differ from those of the Council members.

One member of the public left the meeting at 7.51.

261.2 Ward Members

City Cllr E Mallinson reported that a petition had been submitted to the Local Committee regarding speeding and HGV usage of Brampton Road. Officers were subsequently looking at measures, including speed camera installation. City Cllr E Mallinson also noted that weeds in Smithy Croft, Houghton, had been attended to by the City Council, and that the dog fouling

team continued to maintain a presence in the parish. Finally, flooding in Rickerby on the flood plane was noted, further to heavy rainfall.

SR 262/01/23 VILLAGE MATTERS

262.1 Houghton Village Green Drainage (1 – 8 The Green)

It was noted that one local camera survey company were unable to carry out a drainage survey until the spring. Availability is being assessed with another local company to have it carried out as soon as possible. No information has been received yet from Cumbria County Council. The Chairman and Clerk are to visit the Archive Office on 27th January to retrieve historical data that may assist in resolving the disputes over ownership. It was noted that the Clerk remains in touch with one resident to keep them updated.

262.2 Houghton Village Green Boulders

Consideration was given to different means of deterring driving on the Village Green, including the use of ditches and the planting of trees. It was agreed that the boulders appeared to be the lowest cost and lowest maintenance method.

Resolved to review the appearance of the boulders and public feelings towards them in twelve months' time. A quotation to be obtained for moving them slightly nearer the track although any movement is to be held back until new signage is erected.

262.3 Linstock Trees

Resolved to authorise expenditure of £440 plus VAT on the pruning of two trees in Linstock that are interfering with service cables.

SR 263/01/23 PLANNING MATTERS

263.1 Resolved to ratify responses to planning applications:

22/0933 Derry Gore, Brunstock, Carlisle, CA6 4QG - Demolition of Existing Bungalow & Erection of Replacement Dormer Bungalow

263.2 Resolved to consider new applications:

22/0929 Land to the North of Moor Cottage, Crosby Moor, Crosby-on-Eden, Carlisle CA6 4QX

- Change Of Use from Agricultural Land to Dog Exercising Field & Associated Fencing; Construction Of 5m x 10m Hardcore Hard Standing to Provide Off Road Parking

Resolved to object to the application until information is provided regarding the future status of the land, should the proposed use be permanently discontinued. Further, the fitness for purpose of the proposed fencing in terms of its ability to confine any dog intent on escape. Finally, the anticipated traffic volume generated over a sixty-hour week.

263.3 Resolved to note permission notices received:

22/0688 St Johns Church, Crosby on Eden, Carlisle - Erection of Single Storey Extension to Provide WC

Concerns were raised that the Parish Council submission had been missed from

inclusion in the Officer's report. A query had been raised about this which had been replied to raising concerns regarding the transparency and procedures within the City Council planning department. Concerns were also raised that the application was not subject to Listed Buildings Consent and the impacts the proposed kitchenette may have upon historic features. The matter is ongoing with dialogue being exchanged between the Chairman and Planning Department. Ward members to be involved at a future date, should their assistance be required.

263.4 Resolved to Consider Updates with Ongoing Planning Applications:

19/0452 - L/A Croft House Brunstock

No further update.

22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings with Associated Parking, Landscaping, Drainage and Surface Water Attenuation, Public Open Space and Access

No further update.

SR 264/01/23 CLERK'S REPORT

Jackson Road

A request for consideration of traffic calming consultation has been requested to Cumbria County Council; a response is awaited. The matter is to be chased with an Officer following concerns being raised regarding the Highways report system.

The Knells, Houghton

A request for a speed indicator device has been made for the above location. Confirmation has been received that a device will be placed in the area when available.

Speed Indicator Device, Houghton Road

Cumbria Highways have, again, been contacted to chase permission for the above. The matter is to be referred to County Cllr J Mallinson for his assistance since no response has been obtained since the request was made in July.

Regarding the proposed speed cameras on Brampton Road (refer to minute 261.2), it was queried whether the existing device at Whiteclosegate did not already contain a data counter?

Brunstock Pond

Work is to commence imminently, following delays due to severe frosts. The liner has been ordered and paid for.

Houghton Village Green Signage

The resident who installed the above has been written to, to request the sign be removed. Investigations remain ongoing for a replacement sign to be installed by the PC. Work remains ongoing to seek consent for a Parish Council installed sign to deter driving onto the track from Hall users.

SR 265/01/23 HIGHWAYS MATTERS

265.1 Speedwatch

Cllr Savory informed members that the Houghton Community Speed Watch team currently consists of two volunteers, who both attended a meeting at Police HQ in Penrith for CSW volunteers called by the Assistant Chief Constable. Various issues and possible solutions were discussed to improve the working and cooperation between volunteers and the police.

Three observations had been carried out in December, with 16 vehicles caught speeding. One observation was carried out in January to date, with eight vehicles caught. Several planned observations had been cancelled necessarily due to inclement weather.

SR 266/01/23 FINANCE MATTERS

266.1 Payments

Resolved that the following payments be approved:

Sarah Kyle	January salary & reimbursements	£1405.60
HMRC	January PAYE	£227.95
NEST	January Pension	£105.30
Linstock WI Hall	Rental (toilets)	£60.00
Sovereign Play	Linstock play equipment	£12,137.46
Unity Bank	Quarterly charge	£18.00
	TOTAL	£13,954.31

266.2 Bank Reconciliation

Balances at bank as of 31st December 2022:

Cash Account	£31,022.10
Unity Bank (current a/c)	£2,391.96
Unity Bank (savings a/c)	£25,661.12
Income to 31/12/22	£49,669.08
Expenditure to 31/12/22	£51,859.13

266.3 Transfer

Resolved to transfer £30,000 from the Cumberland Building Society to Unity Trust to benefit from the savings interest. Cllrs Savory and Coles signed a letter of transfer request.

SR 267/01/23 COUNCILLOR MATTERS

Cllr Leitch requested clarification regarding a proposed road closure at Linstock and whether this would be cancelled should flooding occur in Rickerby? The Clerk is to make enquiries. Cllr Leitch also noted concerns regarding a coffee van in Rickerby Park, as well as the ongoing nuisance vehicles in the park also.

Cllr Savory noted flooding on Houghton Road and at the end of Gladwin Drive, Houghton, following heavy rainfall. Cllr Coles reinforced this, noting that pooling on the opposite roadside made the situation difficult for children walking to school.

Flooding was also noted at the pinch points in Houghton near the shop, where it was noted that parking remains a problem.

Cllr Robison reported that he would attend the Development Control Committee to represent residents regarding application 22/0034/TPO. It was clarified he would be attending as a resident and not representing the Parish Council.

Cllr Coles reported new incidences of vandalism on Eden Gate.

Cllr Nicholson noted the receipt of street naming application 23/0001/SNBN, regarding the proposed street naming for Land adjacent to Meadow Cottage, Tarraby. As this had been received after the publication of the agenda, a delegated response will be made. Cllr Nicholson reported he would be submitting a personal objection in view of his belief that the street name was unnecessary and urbanising the conservation area.

SR 268/01/23 DATE OF NEXT MEETING

Resolved that the next meeting of the Parish Council will be held on **Monday 6th February** 2023 in the WI Hall Linstock, at 7.30pm. **Please note the change in date from that published previously on the agenda.** Apologies were received in advance from Cllrs Watson and Robison.

There being no further business the Chairman closed the meeting at 8.56pm.

Clerk's Report

8 March 2023

Houghton Village Signage

Progress continues with plans to install new signage on the Village Green. As a local authority and the land owner, planning consent is not required. A response is still awaited from Cumbria County Council with regards to a quotation request.

Rickerby Park Coffee Van

Attempts to register concerns over littering etc from the above are on hold.

Play Area Inspection Reports

Inspection reports have been received from the quarterly inspection, noting concerns with the installation of the new equipment. Sovereign Play Equipment are arranging for their team to visit to rectify any problems.

Goalposts

Goalposts for all three areas (Houghton, Linstock, Crosby) are to be installed as soon as possible.

Linstock Trees

Work to the above took place during February.