



# SRPC STANWIX RURAL PARISH COUNCIL

Chairman: Cllr C Nicholson

Clerk: Sarah Kyle, Hill House, Walton, Brampton, CA8 2DY  
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9<sup>th</sup> December 2022

A meeting of Stanwix Rural Parish Council is to be held on: **Wednesday 14<sup>th</sup> December 2022 in the Village Hall, Houghton at 7.30pm.**

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

Yours faithfully

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 9<sup>th</sup> November 2022**

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 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. Village Matters**

#### **5.1 Houghton Village Green Drainage (1 – 8 The Green)**

To consider the joint meeting held and possible solutions

#### **5.2 Houghton Village Green Boulders**

To consider previously raised concerns regarding the above

#### **5.3 Houghton Village Green Signage**

To consider signage installed on the Green without prior consent

#### **5.4 Brunstock Pond**

To note any update with the above project

#### **5.5 Linstock Trees**

To consider further works on trees on Linstock Village Green

## 6. Planning Matters

### 6.1 To consider Planning Applications Received:

**22/0051/S211 Land adj. to Avalon, Rickerby, Carlisle, CA3 9AA** - Remove & Replant Roadside Hedge & Removal Of 1no. Willow Tree

**22/0877 69 Millcroft, Carlisle, CA3 0HT** - Demolition Of Existing Single Storey Side Extension; Erection Of Two Storey Side Extension To Provide Garage, Utility & Bathroom On Ground Floor With 1no. En Suite Bedroom With Juliet Balcony To Rear Above; Single Storey Rear Extension To Provide Sunroom

**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

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

### 6.2 To note Permission Notices Received:

**22/0034 Land adjacent 5 Primrose Bank, Crosby On Eden, Carlisle, CA6 4QT** - Change Of Use From Agricultural Land To Garden Area (Retrospective)

### 6.3 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

## 7. Clerk's Report

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

## 8. Highways Matters

### 8.1 Jackson Road

To consider complaints received regarding parking and congestion

### 8.2 The Knells, Houghton

To consider concerns raised regarding speeding vehicles

## 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

## 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 5<sup>th</sup> January 2023*

## 11. Date of Next Meeting

To resolve that the next meeting of the Parish Council be held on Wednesday 11<sup>th</sup> January 2023 at 7.30pm in the Parish Hall, Crosby-on-Eden

**STANWIX RURAL PARISH COUNCIL**  
**Draft Minutes of a Meeting Held on Wednesday 9<sup>th</sup> November 2022**  
**at 7:30pm in the WI Hall, Linstock**

**PRESENT**

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

**IN ATTENDANCE**

Five members of the public. City Cllr E Mallinson. The Clerk, S Kyle.

**SR 236/11/22 APOLOGIES FOR ABSENCE**

Apologies for absence were received from County Cllr J Mallinson and City Cllrs F Robson and P Nedved.

**SR 237/11/22 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 28 SEPTEMBER 2022**

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

**SR 238/11/22 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

Dispensations were granted for all Cllrs in respect of precept setting. A previously granted dispensation for Cllr Robinson remains current, with regards to planning application 22/0297. Cllr's Nicholson and Watson both declared an interest in item 244.4 due to their spouses being members of the Management Committees of Houghton Village Hall and Linstock WI Hall respectively.

**SR 239/11/22 PUBLIC PARTICIPATION**

**239.1 Members of the Public**

Three members of the public were in attendance to raise complaints with regards to the ongoing drainage issue on Houghton Village Green, adjacent to properties 1 – 3 The Green. A lengthy discussion was held, with complaints focusing on the lack of any organisation being willing to accept responsibility for the field drain while residents suffer due to their drives flooding. Previous history of attempts at finding a reconciliation for the issue were mentioned, with a previous camera survey being undertaken by Cumbria County Council, showing roots blocking the pipes, which they cleared as a one-off goodwill gesture. The resident from number 2 The Green declared that no drainage pipe connected directly from their drive to the pipe on The Green and that any water leaving their private property was doing so only as part of the natural incline. A letter concerning the drainage issue from the Council sent in 2017 was passed by a member of the public to Councillor Robinson. Councillor Robinson made no comment or statement and the letter was not circulated to the full Council or considered by it

A suggestion was made that a joint meeting be held with all potentially involved agencies to attempt to find the best means of resolution. Any attempts to remedy the field drain by residents independently would require proof of public liability insurance and agreement prior to progression, and the Council could consider this option at a future meeting.

It was noted that residents expressed their disappointment that the matter had now been ongoing for over ten years.

Two members of the public were in attendance to have a complaint noted regarding the newly installed boulders on Houghton Village Green, and it was noted that they made a formal request to have them removed. It was stated that the boulders were not preventing traffic crossing the Green, with a claim being made that a car had driven from the Village Hall car park through the boulders. It was suggested that a sign at the Hall may have been more effective. The Parish Council stated that the boulders are to have wildflower planting around them and will weather over time, softening their appearance, and that the boulders were placed following complaints from residents that the green had been badly damaged by vehicles and the disabled footpath had become slippery with mud. *Two members of the public left the meeting.*

### **239.2 Ward Members**

City Cllr Mallinson reported updates relating to planning application 22/0297, reporting the implementation of tree preservation orders made in conjunction with residents who she thanked for their work. She also noted a recent 20mph speed consultation, and that work remains ongoing with regards to dog fouling and anti-social behaviour.

### **SR 240/11/22 PLANNING MATTERS**

**240.1 Resolved** to consider new applications:

**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)

**Resolved** to submit a response, previously circulated to members via email, objecting to the application, however, urging that, should officers decide to recommend approval without the benefit of clarity of projected traffic volume, and type, the Parish Council would strongly urge conditioning to:

- restrict, in the interests of highway safety, the maximum gross weight of vehicles permitted to use the proposed facility to 7.5t; and
- prohibit the storage on site of hazardous, flammable, toxic or potentially contaminating materials and substances in the interests of user's safety and the minimisation of fire risk; and
- Require the permanent positioning on site of a waste skip to allow the regulated disposal of waste materials or discarded items.

**240.2 Resolved** to note permission noticed received:

**22/0680 Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS** - Erection Of 2no. Dwellings

**240.3 Resolved** to Consider Updates with Ongoing Planning Applications:

**19/0452 - L/A Croft House Brunstock**

Noted that litigation remains ongoing.

**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

Cllr Robinson noted that he had received two Freedom of Information responses, the manner of which is now being referred to the ICO. City Councillor Mallinson confirmed there would be no access from Lansdowne Crescent to the land proposed for the development.

**240.4 Town and Country Planning Act 1990 – Town & Country (Enforcement Notices & Appeals) Regulations 1991**

EC/22/0017/EC The Old School House, Rickerby, Carlisle CA2 9AA - Above Ground Oil Storage Tank Sited on Associated Concrete Plinth

**Resolved** to reiterate the Parish Council's previous response. A separate application for a fence was noted.

**SR 241/11/22 VILLAGE MATTERS**

**241.1 Houghton Village Green Drainage (1 – 8 The Green)**

This item was considered directly after public participation.

**Resolved** to proceed with organising a joint meeting of all interested parties to attempt to find a solution to the drainage problem.

**241.2 Brunstock Pond**

**Resolved** to ringfence £12,500 plus VAT for the remainder of the refurbishment works, required to reinstate the pond on Brunstock common land.

**SR 242/11/22 CLERK'S REPORT**

The Clerk verbally reported that, besides from matters covered on the agenda, the three defibrillators had been repaired, with new batteries purchased for all.

**SR 243/11/22 ADMINISTRATIVE MATTERS**

**243.1 Rickerby Community Right to Bid**

**Resolved** to submit the above in respect of the trough and community area, kindly prepared for submission by Cllr Leitch.

**SR 244/11/22 FINANCE MATTERS**

**244.1 Clerk's Salary**

**Resolved** to agree an increase in salary payment for the Clerk in line with NJC terms and conditions, backdated from 1 April 2022.

## 244.2 Payments

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

Sarah Kyle	October salary & reimbursements	£1321.21
HMRC	October PAYE	£196.91
NEST	October Pension	£98.58
Sarah Kyle	November salary & reimbursements	£1992.53
HMRC	November PAYE	£579.73
NEST	November pension	£152.34
Houghton Village Hall	Rental	£25.00
Unity Bank	Charge	£18.00
Sarah Kyle	Defibrillator batteries	£408.00
Play Inspection Co	Quarterly Inspection	£210.00
Cluaran Landscapes	Grounds maintenance	£852.00
Metcalf's	Boulders	£592.32
	<b>TOTAL</b>	<b>£6,446.62</b>

## 244.3 Bank Reconciliation

**Noted:** Balances at bank as of 31<sup>st</sup> October 2022:

Cash Account	£31,022.10
Unity Bank (current a/c)	£3,585.12
Unity Bank (savings a/c)	£50,660.26
Income to 31/10/22	£49,530.76
Expenditure to 31/10/22	£25,528.51

## 244.4 Grant Scheme

**Resolved** to donate to the following organisations:

- Houghton Village Hall, LGA 1972, s.144, roofing project, £2597.93
- Linstock WI Hall, LGA 1972 s.144, kitchen project, £3510.73
- Houghton Guides, LGA 1972, s.145, Christmas event, £582.77 (plus Rainbow's £250 from pre-COVID allocation)
- Houghton in Bloom, PHA 1875 s.164, water containers, £175.57

## 244.5 Precept and Budget 2023/24

A report, outlining estimated income and expenditure for the remainder of this financial year, along with estimated figures for 2023/24 had been circulated alongside the agenda.

**Resolved** to maintain the precept for 2023/34 at £46,500, the same rate as 2022/23.

## SR 245/11/22 COUNCILLOR MATTERS

**Cllr Coles** reported that the Lounge on The Green appeared to have placed additional waste bins outside of the premises, potentially on the Village Green. Photographic evidence to be provided to the Parish and City Council.

**Cllr Milburn** reported dog fouling in a domestic garden on Smithy Croft. Details to be forwarded to City Cllr Mallinson.

The Parish Council resolved to send get well messages to Cllrs J Mallinson and P Nedved.

**City Cllr Mallinson** reported that two slow signs had been installed on Brampton Rd and noted provision could be potentially made for some within the parish. She also noted that her County Council grant pot remained with funds available.

**Cllr Nicholson** reported livestock on Houghton Village Green, which he had reported to the Police. He also noted that complaints had been received again regarding traffic and parking on Jackson Road; investigations will recommence into the potential for a one-way system. He finally noted that complaints had been received regarding speeding at The Knells.

**SR 246/11/22 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 14<sup>th</sup> December 2022 in the Village Hall, Houghton at 7.30pm. There being no further business the Chairman closed the meeting at 8.52pm.

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